



AGENDA

REGULAR MEETING OF PICTURE BUTTE TOWN COUNCIL COUNCIL CHAMBERS

Monday, 11th September, 2023 at 6:30 pm

1.0 CALL TO ORDER

2.0 ADOPTION OF THE AGENDA

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting Minutes – 28th August, 2023

4.0 PUBLIC HEARING

5.0 DELEGATION

5.1 S/Sgt Mike Numan – RCMP Report

5.2 Picture Butte Library Board

5.3 Dr. Aaron Low

6.0 REQUESTS FOR DECISION

6.1 Councillor Thomson committee appointments

6.2 Bylaw No. 939-23 Service Fees, Rates and Charges bylaw

6.3 Library Board Appointment Application

6.4

7.0 MAYOR'S REPORT

8.0 COUNCIL'S REPORT

9.0 ADMINISTRATION'S REPORT

9.1 CAO Report

9.1.1 DES Report

10.0 CORRESPONDENCE

10.1 Southern Alberta Energy from Waste Association – AGM Invitation

10.2 Village of Stirling's Alberta Community Partnership Intermunicipal Collaboration FCSS grant application

11.0 INFORMATIONAL ITEMS

11.1 Barons Legion Week

12.0 CLOSED SESSION

13.0 ADJOURNMENT

MINUTES
OF THE
PICTURE BUTTE TOWN COUNCIL MEETING
HELD IN
COUNCIL CHAMBERS
Monday, August 28th, 2023 AT 6:30 PM

PRESENT: Mayor C. Moore Deputy Mayor H. de Kok Councillor C. Papworth
Councillor T. Feist Councillor S. Thomson

ALSO PRESENT: Chief Administrative Officer – K. Davis
Director of Corporate Services – M. Overbeeke
Administrative Assistant – C. Johnson

1.0 CALL TO ORDER

Mayor Moore called the Regular Council Meeting to order at 6:30 p.m.

2.0 ADOPTION OF THE AGENDA

212 2308 28 MOVED by Councillor Feist that the agenda be approved as presented.
CARRIED

3.0 ADOPTION OF THE MINUTES

3.1 Regular Council Meeting – June 26th, 2023

213 2308 28 MOVED by Deputy Mayor de Kok that the Regular Council Meeting minutes of June 26th, 2023 be approved as presented.
CARRIED

4.0 PUBLIC HEARING

4.1 Submissions

4.1.1 In Person Submissions

4.1.1.1 Ask for Those in Favour

Jason Carter from Rocky Mountain Equipment and Sue Paton from ISL Engineering spoke in favour of the proposed bylaw.

Josh Marti spoke in favour of the proposed bylaw.

4.1.1.2 Ask for Those Opposed

There was no one present to speak in opposition to the proposed bylaw.

4.1.2 Written Submissions

4.1.2.1 Ask for Those in Favour

There were no written submissions in favour to the proposed bylaw.

4.1.2.2 Ask for Those Opposed

Lethbridge County submitted a letter with feedback that was taken into consideration with the proposed bylaw.

4.2 Adjourn Public Hearing

Councillor Papworth entered the meeting at 6:37 p.m.

Mayor Moore adjourned the public hearing at 6:44 p.m.

5.0 DELEGATION – None for the meeting

6.0 REQUESTS FOR DECISION

6.1 Bylaw No. 937-23 – Amending Bylaw for Bylaw No. 923-23 North Industrial Area Structure Plan

214 2308 28 MOVED by Deputy Mayor de Kok to approve the second reading of Bylaw No. 937-23 Amending Bylaw for Bylaw No. 923-23 North Industrial Area Structure Plan.
CARRIED

215 2308 28 MOVED by Councillor Thomson to approve the third and final reading of Bylaw No. 937-23 Amending Bylaw for Bylaw No. 923-23 North Industrial Area Structure Plan.
CARRIED

6.2 Picture Butte Minor Hockey Request

216 2308 28 MOVED by Deputy Mayor de Kok to keep the original starting date of the arena as October 1st for this year and look into opening a week earlier next year to accommodate Minor Hockey's request and align with other arenas.
CARRIED

6.3 Tax Penalty Requests

217 2308 28 MOVED by Deputy Mayor de Kok to waive the tax penalty on Tax Roll 455000.
CARRIED

218 2308 28 MOVED by Deputy Mayor de Kok to keep the tax penalty on Tax Roll 944000.
CARRIED

219 2308 28 MOVED by Councillor Feist to waive the tax penalty on Tax Roll 670000.
CARRIED

220 2308 28 MOVED by Councillor Papworth to waive the tax penalty on Tax Roll 336000.
CARRIED

6.4 Bylaw No. 938-23 Business Licence Bylaw

221 2308 28 MOVED by Deputy Mayor de Kok to approve the first reading of Bylaw No. 938-23 Business Licence Bylaw.
CARRIED

222 2308 28 MOVED by Councillor Papworth to approve the second reading of Bylaw No. 938-23 Business Licence Bylaw.
CARRIED

223 2308 28 MOVED by Councillor Feist for permission to conduct third and final reading of Bylaw No. 938-23 Business Licence Bylaw.
CARRIED

224 2308 28 MOVED by Councillor Thomson to approve the third and final reading of Bylaw No. 938-23 Business Licence Bylaw.
CARRIED

6.5 Housing Accelerator Fund Initiatives

225 2308 28 MOVED by Councillor Feist to accept the initiatives outlined for the Housing Accelerator Funding Program.
CARRIED

6.6 Arena LED Lights and Surge Protection

226 2308 28 MOVED by Deputy Mayor de Kok to use up to \$12,000 out of the general capital reserve to install surge protection at the arena.
CARRIED

227 2308 28 MOVED by Councillor Papworth to use up to \$13,000 out of the general operating reserve to replace the burned out LED lights at the arena.
CARRIED

6.7 By-Election Dates

228 2308 28 MOVED by Deputy Mayor de Kok to set the election date as November 7th, 2023 and the nomination day as October 10th, 2023.
CARRIED

6.8 Appointment of Returning and Deputy Returning Officers

229 2308 28 MOVED by Councillor Papworth to appoint Michelle Overbeeke as the Returning Officer and Keith Davis as the Deputy Returning Officer.
CARRIED

7.0 MAYOR'S REPORT

7.1 Mayor's Report

August 17 Attended a meeting with Dr. Mohammed and Dr. Leishman
August 19 Attended Jamboree Days Parade
August 21 Attended a Committee of the Whole meeting

230 2308 28 MOVED by Mayor Moore that the Mayor's Report be accepted as presented.
CARRIED

8.0 COUNCIL'S REPORT

8.1 Council's Report

Deputy Mayor de Kok advised Council of his recent activities:

August 19 Attended Jamboree Days Parade
August 21 Attended a Committee of the Whole meeting

Councillor Feist advised Council of her recent activities:

August 21 Attended a Committee of the Whole meeting

Councillor Papworth advised Council of her recent activities:

August 17 Attended a meeting with Dr. Mohammed and Dr. Leishman
August 19 Attended Jamboree Days Parade
August 21 Attended a Committee of the Whole meeting

Councillor Thomson advised Council of his recent activities:

August 19 Attended a Committee of the Whole meeting
August 25 Attending a Southern Alberta Energy from Waste Association meeting

231 2308 28 MOVED by Councillor Papworth that the Council Reports be accepted as presented.
CARRIED

9.0 ADMINISTRATION'S REPORT

9.1 CAO Report

232 2308 28 MOVED by Councillor Thomson to accept the CAO Report as presented.
CARRIED

9.1.1 Property Tax Update

233 2308 28 MOVED by Councillor Papworth to receive Property Tax Update for information.
CARRIED

9.1.2 Director of Operations Report

234 2308 28 MOVED by Councillor Feist to receive and file the Director of Operations Report.
CARRIED

10.0 CORRESPONDENCE

10.1 Tax Roll 12000 – Letter from Resident - Water Pressure Concerns

235 2308 28 MOVED by Deputy Mayor de Kok to direct Administration to bring the Utility bylaw back to Council for review.
CARRIED

10.2 Letter from Resident – Sam Gillies – Community Centre booking fee

236 2308 28 MOVED by Councillor Papworth to refund Karen Moore the booking fee of \$53.50 for the rental of the Community Centre.
CARRIED

10.3 Municipal Affairs – MSI Funding Allocation

237 2308 28 MOVED by Deputy Mayor de Kok to receive and file correspondence Municipal Affairs – MSI Funding Allocation.
CARRIED

10.4 Lethbridge Northern Irrigation District – Permission for campground upgrade

238 2308 28 MOVED by Deputy Mayor de Kok to receive and file correspondence Lethbridge Northern Irrigation District – Permission for campground upgrade.
CARRIED

10.5 Municipal Affairs – Fire Services Training Program Grant

239 2308 28 MOVED by Councillor Feist to receive and file correspondence Municipal Affairs – Fire Services Training Program Grant.
CARRIED

11.0 INFORMATIONAL ITEMS

11.1 Oldman River Regional Services Commission – Summer Periodical

11.2 Chinook Arch Regional Library System – Impact Report 2022

11.3 Chinook Arch Financial Statements – 2022

11.4 Municipal Affairs 2022-23 Annual Report

11.5 Oldman River Regional Services Commission – Executive Committee Meeting Minutes – May 2023

11.6 Chinook Arch Regional Library System – Board Report – August 2023

240 2308 28 MOVED by Councillor Thomson to receive and file Informational Items 11.1 - 11.6.
CARRIED

12.0 CLOSED SESSION – None for this meeting

13.0 ADJOURNMENT

The next Regular Council Meeting is scheduled for September 11th, 2023 beginning at 6:30 p.m.

241 2308 28

MOVED by Deputy Mayor de Kok that the Regular Council Meeting adjourn at 8:02 p.m.

CARRIED

Mayor Moore

Keith Davis
Chief Administrative Officer



August 8, 2023

S/Sgt. Mike Numan
Detachment Commander
Picture Butte, Alberta.

Dear Mayor Moore,

Please find the quarterly Community Policing Report attached that covers the April 1st to June 30th, 2023 reporting period. The attached report outlines a quarterly snapshot of the human resources, financial data and crime statistics for the Picture Butte Detachment.

As part of the Alberta RCMP's ongoing priority to ensure public safety, encouraging citizens to report all crimes plays a vital role in building community well-being. We recognize that non-urgent crimes such as minor thefts and property crime may go unreported due to various reasons such as perceived insignificance or fear of inconvenience. Thus, the Alberta RCMP continues to engage citizens on the importance of reporting non-urgent crimes to help us optimize our crime prevention efforts.

To help facilitate this, we have made reporting of non-urgent crime easier through the Alberta RCMP APP (available as a free download on the [Apple App Store](#) or [Google Play](#)). Online crime reporting offers a convenient way for citizens to report non-emergent crime to Alberta RCMP from their computer or smartphone without having to phone or visit the police detachment.

An informed community is a safer community. Here are some reasons why online reporting of non-urgent crimes matters:

- Alberta RCMP police officers in the Call Back Unit are responsible for investigating online crime reports, thus reducing the need for frontline police officers to respond. Encouraging the public to use online crime reporting gives the Detachment frontline officers an opportunity to spend more of their time for proactive policing activities in the community.
- Non-urgent online crime reporting also has the potential to reduce those same non-urgent phone calls to our 911 Operators (OCCS) and Detachment Staff.



- The Alberta RCMP encourages citizens to report every crime to allow us to leverage reliable data to identify patterns and trends in criminal activities in our communities. We also use this intelligence to distribute our resources strategically and ensure that our police officers are deployed where they are most needed.

Thank you for your ongoing support and continued guidance in ensuring that we are consistently meeting your community's evolving policing needs. As the Chief of Police for your community, I invite you to contact me should you have any questions or concerns.

S/Sgt. Mike Numan
Detachment Commander
Coaldale - Picture Butte



Picture Butte Provincial Detachment Crime Statistics (Actual) Q1: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Offences Related to Death		0	0	0	0	0	N/A	N/A	0.0
Robbery		0	0	0	1	0	N/A	-100%	0.1
Sexual Assaults		4	0	0	0	0	-100%	N/A	-0.8
Other Sexual Offences		2	0	0	0	1	-50%	N/A	-0.2
Assault		4	15	7	10	7	75%	-30%	0.1
Kidnapping/Hostage/Abduction		0	0	0	0	0	N/A	N/A	0.0
Extortion		0	0	0	2	0	N/A	-100%	0.2
Criminal Harassment		1	1	3	2	0	-100%	-100%	-0.1
Uttering Threats		5	6	2	6	1	-80%	-83%	-0.8
TOTAL PERSONS		16	22	12	21	9	-44%	-57%	-1.5
Break & Enter		12	6	3	6	5	-58%	-17%	-1.4
Theft of Motor Vehicle		3	2	1	11	4	33%	-64%	1.1
Theft Over \$5,000		4	0	0	4	3	-25%	-25%	0.2
Theft Under \$5,000		11	13	7	8	5	-55%	-38%	-1.7
Possn Stn Goods		3	2	2	5	2	-33%	-60%	0.1
Fraud		4	6	8	2	2	-50%	0%	-0.8
Arson		2	0	0	0	0	-100%	N/A	-0.4
Mischief - Damage To Property		0	10	3	10	3	N/A	-70%	0.6
Mischief - Other		15	2	8	4	6	-60%	50%	-1.6
TOTAL PROPERTY		54	41	32	50	30	-44%	-40%	-3.9
Offensive Weapons		0	3	0	1	0	N/A	-100%	-0.2
Disturbing the peace		8	6	2	5	5	-38%	0%	-0.7
Fail to Comply & Breaches		4	3	3	10	3	-25%	-70%	0.5
OTHER CRIMINAL CODE		5	3	2	6	0	-100%	-100%	-0.7
TOTAL OTHER CRIMINAL CODE		17	15	7	22	8	-53%	-64%	-1.1
TOTAL CRIMINAL CODE		87	78	51	93	47	-46%	-49%	-6.5



Picture Butte Provincial Detachment

Crime Statistics (Actual)

Q1: 2019 - 2023

All categories contain "Attempted" and/or "Completed"

July 4, 2023

CATEGORY	Trend	2019	2020	2021	2022	2023	% Change 2019 - 2023	% Change 2022 - 2023	Avg File +/- per Year
Drug Enforcement - Production		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Possession		0	0	0	0	0	N/A	N/A	0.0
Drug Enforcement - Trafficking		0	1	0	0	0	N/A	N/A	-0.1
Drug Enforcement - Other		0	0	0	0	0	N/A	N/A	0.0
Total Drugs		0	1	0	0	0	N/A	N/A	-0.1
Cannabis Enforcement		1	0	0	0	0	-100%	N/A	-0.2
Federal - General		0	3	0	0	0	N/A	N/A	-0.3
TOTAL FEDERAL		1	4	0	0	0	-100%	N/A	-0.6
Liquor Act		4	0	2	1	0	-100%	-100%	-0.7
Cannabis Act		0	0	1	0	0	N/A	N/A	0.0
Mental Health Act		13	4	10	9	4	-69%	-56%	-1.3
Other Provincial Stats		16	16	17	19	8	-50%	-58%	-1.3
Total Provincial Stats		33	20	30	29	12	-64%	-59%	-3.3
Municipal By-laws Traffic		2	0	1	0	0	-100%	N/A	-0.4
Municipal By-laws		5	10	8	5	1	-80%	-80%	-1.3
Total Municipal		7	10	9	5	1	-86%	-80%	-1.7
Fatals		0	0	1	0	0	N/A	N/A	0.0
Injury MVC		1	2	0	3	2	100%	-33%	0.3
Property Damage MVC (Reportable)		19	6	12	10	15	-21%	50%	-0.4
Property Damage MVC (Non Reportable)		2	0	3	0	6	200%	N/A	0.8
TOTAL MVC		22	8	16	13	23	5%	77%	0.7
Roadside Suspension - Alcohol (Prov)		N/A	N/A	N/A	N/A	1	N/A	N/A	N/A
Roadside Suspension - Drugs (Prov)		N/A	N/A	N/A	N/A	0	N/A	N/A	N/A
Total Provincial Traffic		461	209	314	78	84	-82%	8%	-88.5
Other Traffic		4	0	0	0	0	-100%	N/A	-0.8
Criminal Code Traffic		13	6	1	1	1	-92%	0%	-2.9
Common Police Activities									
False Alarms		4	1	8	4	6	50%	50%	0.7
False/Abandoned 911 Call and 911 Act		17	14	29	26	38	124%	46%	5.4
Suspicious Person/Vehicle/Property		21	18	12	22	13	-38%	-41%	-1.2
Persons Reported Missing		1	1	1	1	0	-100%	-100%	-0.2
Search Warrants		0	0	0	0	0	N/A	N/A	0.0
Spousal Abuse - Survey Code (Reported)		2	20	9	11	3	50%	-73%	-0.7
Form 10 (MHA) (Reported)		0	0	0	0	0	N/A	N/A	0.0



RCMP Provincial Policing Report

Detachment	Picture Butte Provincial
Detachment Commander	S/Sgt. Mike Numan
Quarter	Q1 - April to June 2023
Date of Report	August 4, 2023

Community Consultations

Date	2023-04-13
Meeting Type	Meeting with Stakeholder(s)
Topics Discussed	Regular reporting information sharing
Notes/Comments	Member attend Town of Nobleford and Village of Barons offices. Speak to staff and touch base. General discussions and question and answer. Very well received and appreciated. MSN

Date	2023-05-26
Meeting Type	Town Hall
Topics Discussed	Annual Planning
Notes/Comments	Members attend Nobleford Town hall and Coffee with counsel with a Cop initiative in Nobleford. 20 community members attended plus Mayor and some of the counsel/CAO for Nobleford. Member made a presentation to group on current stats, crime reporting, and initiatives for the upcoming year. Requested feedback from the group in relation to priority setting, idea's of enhanced Traffic enforcement and Police visibility were suggested. Also received comments from attendee's that they noticed an increase in police presence in the community already. Excellent event that was very well received by all, requested that this be a yearly event. many youth in attendance as well, handed out community safety information, stickers and coloring books etc... to the kids. MSN

Date	2023-06-10
Meeting Type	Community Connection
Topics Discussed	Diversity
	Members attended the Chelsey (West) Robinson community Fundraiser event in honor



Notes/Comments of a fallen member Chelsey Robinson. Great gathering and interaction with those in attendance. Organizers very appreciative of the members taking time to stop by. Great job by our members. MSN

Date 2023-06-13

Meeting Type Meeting with Elected Officials

Topics Discussed Regular reporting information sharing

Notes/Comments Member presented quarterly stats to the Town of Picture Butte Mayor and Council. Detailed presentation that provided a summary of the Picture Butte RCMPs work in the last 3 months. Mayor and council fully support the RCMP in Picture Butte and appreciate all the hard work both solving crime and community involvement initiatives. MSN.

Date 2023-06-15

Meeting Type Meeting with Elected Officials

Topics Discussed Regular reporting information sharing

Notes/Comments Members attend regular Lethbridge County Council meeting and provided a detailed report/update on 2023 Q4 Community initiatives, Crime Stats and staffing levels. Presentation was followed by a question-answer period and general conversation. Excellent relationship with the County and they praised the RCMP for being active and involved in the communities within the county. MSN



Community Priorities

<p>Priority 1</p>	<p>Enhance Road Safety - Traffic Safety</p>
<p>Current Status & Results</p>	<p>Enhance inter-agency relationships and road safety through traffic enforcement operations and by conducting enforcement projects following the Alberta Traffic Safety Calendar.</p> <p>April 4: Sgt. MARENTETTE, Cst. SAWATZKY, Cst. TATARYN, and Cpl. ANDERSON conducted a traffic check-stop along with member of Milk River Detachment and CPO's. Traffic operation conducted throughout. Several hundred OVC completed. Three violations and multiple breath tests completed.</p> <p>May (various): Cst. BLAIN and Cst. LECLERC engaged in various traffic activities. Cst. LECLERC lead the effort as an acting supervisor. Other agencies were not involved directly.</p> <p>June 30: Cpl. BORGES, Cst. CERON, Cst. MACMILLAN, Cst. THOMPSON, Cst. OCITI, Cst. GERES Cst. BLAIN conducted a traffic blitz. Coaldale Traffic Section invited to participate. Traffic further assisted the following day. Approximately, 10 violations issued.</p> <p>April: The month's theme was speed. Members throughout the month were tasked with various patrols and efforts related to speed enforcement and radar operation. This included rural regions to demonstrate police visibility. Locations included hot-spots that were identified by communities during Town Hall sessions in Picture Butte, Coalhurst, and Coaldale.</p> <p>May: The month's theme was motorcycle safety. Cst. LECLERC led a project to attempt to target motorcycles throughout the month. There was very low numbers of motorcycles during the period and enforcement actions were tied to pro-active efforts related to speeding, helmets, and gear checks.</p> <p>June: The theme was commercial vehicle safety. Cst. LECLERC and Cpl. ANDERSON made efforts to engage commercial vehicle inspectors but this was not available for the month. Localized efforts related to commercial vehicle safety was undertaken by Cst. LECLERC primarily.</p> <p>This objective is progressing as expected/desired. It is hoped that further use of other agencies in future traffic efforts.</p>
<p>Priority 2</p>	<p>Police / Community Relations - Police Visibility - Contribute to relationship building</p>
<p>Current Status &</p>	<p>Enhance Police Visibility through enhanced patrols in each community that do not rely on Police Motor Vehicle. These patrols can include foot, boat, bike, and/or ATV patrols.</p> <p>In April, S/Sgt. NUMAN and Sgt. MARENTETTE conducted foot patrols between the Detachment and Downtown Coaldale.</p> <p>In May, S/Sgt. NUMAN and Sgt. GEMMILL conducted boat patrols throughout Stafford Lake.</p> <p>In May and June, multiple members participated in a weekend long Bike Rodeo. This involved foot patrols through areas of Coaldale.</p>



Results

Enhance Police Visibility and community relations by continuing to commit to community activities, presentations, and events.

In the first quarter, there were 33 community events/functions that were attended and logged in the Community Tracker for Coaldale and an additional 11 community events/functions for Picture Butte were attended.

This objective is experiencing tremendous success. In the first quarter the Detachment has almost exceeded the expectations set by last year. Excellent progress.

Priority 3

Intelligence led policing - Crime prevention - Enhance Awareness and Education

Attend monthly high-risk offender meetings for the PPU-LPS and the SAD-RCMP CRU meeting.

Cst. TILLACK began attending monthly meetings as of April for the HOM/Intel sharing group. He has taken on the intel co-ordinator role and disseminates relevant information to the general duty staff as required.

Implement various crime prevention or community education initiatives once per month. Examples include Operation Cold Start, CAPTURE, Safe Exchanges, etc.

Current Status & Results

April: Sgt. MARENTETTE had begun the process to on-board Coaldale and Picture Butte with Project CAPTURE. This included obtaining quotes from the provided and support from the communities. CAPTURE is now live for all of Alberta RCMP. Communication to public to follow.

June: Data 2 Action, PDC, CBU attended Coaldale to deliver initial training. Coaldale/Picture Butte to be on-boarded onto D2A for crime prevention. Members and supervisors attended training. D2A launching for Coaldale/Picture Butte immediately.

This objective is on-track for this quarter.



Crime Statistics¹

The following table provides policing statistics on actual offences within the periods listed. Please see Appendix for additional information and a five-year comparison.

Category	April - June			January - December		
	2022	2023	% Change Year-over-Year	2021	2022	% Change Year-over-Year
Total Criminal Code	93	47	-49%	281	290	3%
<i>Persons Crime</i>	21	9	-57%	59	57	-3%
<i>Property Crime</i>	50	30	-40%	178	162	-9%
<i>Other Criminal Code</i>	22	8	-64%	44	71	61%
Traffic Offences						
<i>Criminal Code Traffic</i>	1	1	0%	5	3	-40%
<i>Provincial Code Traffic</i>	78	84	8%	961	364	-62%
<i>Other Traffic</i>	0	0	N/A	2	1	-50%
CDSA Offences	0	0	N/A	1	0	-100%
Other Federal Acts	0	0	N/A	3	2	-33%
Other Provincial Acts	29	12	-59%	131	105	-20%
Municipal By-Laws	5	1	-80%	25	13	-48%
Motor Vehicle Collisions	13	23	77%	90	108	20%

¹ Data extracted from a live database (PROS) and is subject to change over time.

Trends/Points of Interest

Quarter 1 objectives and goals were met with great success to start this new year of priorities off. We continue to work hard with our staffing partners to ensure that all our positions are filled with operational police officers. We have been able to fill most of our vacancies and recently hired 3 new Cpl's that will improve supervision and provide real time guidance for the members. With the Coaldale/Picture Butte Detachment merger recently being approved we will be able to provide better service and coverage to all communities in both detachment areas. The Coaldale and Picture Butte Detachment is well positioned for another excellent upcoming year. I am proud of the hard work and accomplishments made during this past year despite being short staffed, it goes to show the dedication and commitment our members have towards the communities we serve. As we have discussed in our in-person mayor and council meetings we are seeing an increase in the property crime numbers during the past year. We are continuing to combat these crime types by targeting the known prolific offenders and educating the public on how to better protect their property. S/Sgt. Mike Numan - Coaldale-Picture Butte Detachment Commander.



Provincial Police Service Composition Table²

Staffing Category	Established Positions	Working	Soft Vacancies ³	Hard Vacancies ⁴
Police Officers	5	4	4	0
Detachment Support	2	1	1	0

² Data extracted on June 30, 2023 and is subject to change.

³ Soft Vacancies are positions that are filled but vacant due to maternity/paternity leave, medical leave, etc. and are still included in the overall FTE count.

⁴ Hard Vacancies reflect positions that do not have an employee attached and need to be filled.

Comments

Police Officers: Of the five established positions, four officers are working. There is one position with two officers assigned to it. There are four officers on special leave (Four Medical leave) and one of these positions have been backfilled to ensure coverage. There is no hard vacancy detected at this time.

Detachment Support: Of the two established positions, one resource is working. One resource is on special leave (One Leave without Pay). There is no hard vacancy detected at this time.

Quarterly Financial Drivers

This past quarter continued to be a challenge from a human resource perspective. Due to a variety of health reasons, there were multiple soft vacancies that occurred at different points throughout the quarter. The unusual amount of absences necessitated an increased amount in overtime payments to ensure appropriate Police service/coverage. Overall, the outlook going forward is cautiously optimistic and additional costs due to overtime are hoped/expected to drop significantly.

Board Members

Every 3 to 4 years we use various methods of inquiry to learn what the Community wants from their library and a Plan of Service is drafted and approved by the Board.

From the Plan of Service the Library Manager tries to implement programs to meet the needs of the community.

The Library Board is responsible to find the funding to implement the programs the Community desires by various methods.

The Friends of the Picture Butte Municipal Library Society is a separate charitable organization that raises money to allocate to other charities as they see fit; but its focus is the library.

Casinos, raffles and any other forms of gambling raise the largest amount of money, however any gambling money can only be used for AGLC approved expenses. Wages may not be paid from gambling money, but some programming can be paid for with AGLC approval. AGLC can be very strict about the use of gambling money.

The Friends also has a general account which can be used for any expenses and its own operating costs.

Picture Butte Municipal Library

Plan of Service 2023-2025

Mission Statement:

Picture Butte Municipal Library provides current and popular material in a wide variety of formats for people of all ages. We emphasize our facility's ability to act as a community resource centre that provides a central source of information about available community resources and services. A special emphasis is placed on developing literacy programming and services.

Service Response 1: Create Young Readers: Early Literacy

Children from birth to five years will have programs and services designed to ensure that they will enter school ready to learn to read, write and listen.

The library will provide resources to allow parents and children to form a love of reading and learning.

Strategy 1 During monthly Story Time sessions, parents and children will engage in literacy programming.

Strategy 2 During monthly STEAM sessions, parents and children will engage in educational programming.

Strategy 3 Coordinate with FCSS and other similar organizations to provide families with literacy programming.

Service Response 2: Welcome to Canada: Services for New Immigrants

New immigrants and refugees will have information on citizenship, English/French language learning, employment, public schooling, health and safety, available social services and any other topic that they need to participate successfully in Canadian life.

Strategy 1 Picture Butte library will provide space for English Language Learning classes in partnership with the CLCLC

Strategy 2 Spanish and French classes will be offered to interested citizens.

Strategy 3 Picture Butte Library will provide digital resources required to access help with citizenship, employment and other resources in the community.

Strategy 4 A regular Coffee & Craft event for adults along with childcare enables parents and children to enjoy the library at the same time.

Service Response 3: Visit a Comfortable Place: Physical and Virtual Spaces

Residents will have safe and welcoming physical places to meet and interact with others or to sit quietly and read and will have open and accessible virtual spaces that support networking.

Strategy 1 Picture Butte library will provide internet access, computer stations and Chromebooks to keep up with demand for devices required by patrons at the library.

Strategy 2 A Hotspot providing internet access is available for patrons to checkout and use outside the library.

Strategy 3 Computer classes and individual digital help in the library will assist with the growing need of citizens to access services provided online.

Strategy 4 Picture Butte library will establish communication with local service groups and organizations to promote programming and opportunities at the library.



Picture Butte Municipal Library

Annual Report 2022



The library had **2,100** open hours in 2022!



385 people have a card at our library



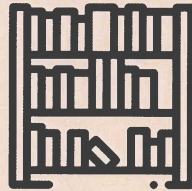
5,000 people walked through our doors last year



In addition to **9,651** website visits



The library added **1,170** new items last year



Bringing the total collection to **25,874**



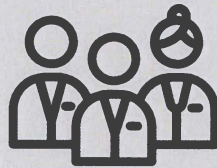
There were **2,689** downloads of e-Content



Contributing to a total of **57,884** checkouts!



We lent our items to libraries outside of our system **6,256** times



Our service is delivered by **3** dedicated staff



And **2** amazing volunteers



The library has **8** public computers



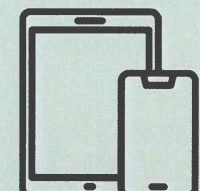
And brought in **8,421** items upon patron request



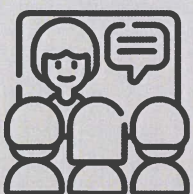
We answered **425** reference questions



And our meeting spaces were booked **114** times



0 mobile devices available for loan



We offered **88** in-person programs



0 virtual programs



And **10** digital literacy programs



676 people attended in total!



And our Wi-Fi had **4,776** connections!

PICTURE BUTTE MUNICIPAL LIBRARY 2023 BUDGET

Income:		Operating Expenses:	
Local Appropriation	20,000.00	Staff Expense:	
Provincial Library Operating Grant	16,650.00	Salaries & Benefits	69,229.00
Rural Services Grant	35,394.00	Library Manager/Admin	51,085.00
AGLC SRC wages		Library Clerks	11,694.00
Other Grants (RISE)		Programming Staff	0.00
Chocolate Sales		EI & CPP	3,700.00
Fees & Fines	5,300.00	Worker's Compensation	250
Rental Revenue (Room)	435	Bookkeeping	2,100.00
Copies/Video Conf. Equip. Rental	100	Other(Christmas)	400
Interest	500	Honoraria (Volunteers)	
Transfer from Reserve	4000	Course/Conference Fees	250
G.S.T. Rebate	300	Total Staff Expense	69,229.00
Other Income/Classes	1000	Library Resources:	
Total Income	83,679.00	Carls fee	6500
		Books	0
		Periodicals	0
Manager 40 hrs/wk x 52 wks x \$24.56/hr =		Audio Visual/DVD's	0
\$51,085		Binding & Repair (Tape, Labels, Covers)	100
		Electronic Resources	220
Clerk #1 6 hrs/wk x 52 wks x \$18.74/hr =		Total Resource Expense	6,820.00
\$5,847		Administration:	
		Audit	100
Clerk #2 6 hrs/wk x 52 wks x \$18.74/hr =		Board Expenses (travel/course)	0
\$5,847		Equipment Rentals & Maintenance	1900
		Legal Fees/Bank Charges	50
Bookkeeping \$175/mo x 12 mo = \$2100.00		Library Supplies (Sundries)	50
		Memberships (Chamber, AUMA, etc.)	115
		Postage & Box Rental	0
		Program Exp(Pub Adv SRP Supplies&Snacks)	300
		Stationery/Printing/Copier Supplies	300
		Telephone & Telecommunications	500
		Travel (Staff)	215
		Other materials & supplies (incl. Promo.)	0
		Other Expense (incl. GST expense)	350
		Total Administration Expense	3,880.00
		Building Maintenance:	
		Insurance	3,500.00
		Janitorial	0.00
		Total Maintenance Expense	3,500.00
		Capital Expenditures:	
		Building Repairs & Reno (Carpet/Paint)	0
		Furniture & Equipment ~	0
		Total Capital Expenditure	0
		Transfer to Reserve	0
		Total Expense	83,679.00

Losses

2020 \$13,763.05
2021 \$12,919.97
2022 \$10,513.50
2023 \$13,000 so far

Memberships

2019

Resident \$2085.00
Non-Resident \$2535.00
Fines \$2060.00
Total \$6680.50

2020

Resident \$1962.34
Non-Resident \$810.00
Fines \$552.22
Total \$3324.56

2021

Resident \$615.00
Non-Resident \$1050.00
Online \$2149.99
Fines \$175.24
Total \$3990.23

2022

Resident \$1325.00
Non-Resident \$1460.00
Online \$1063.83
Fines \$198.95
Total \$4047.78



PO Box 1130 Picture Butte AB TOK 1V0
(403)732-4141

May 16, 2023

Lethbridge County Council
#100, 905 - 4 Av S
Lethbridge AB T1J 4E4

Reeve Tory Campbell
Councillor Lorne Hickey
Councillor John Kuerbis
Councillor Mark Sayers
Councillor Eric Van Essen
Councillor Morris Zeinstra

As you are aware, the Picture Butte Municipal Library is a valuable and busy community service, providing educational, social and information resources for both the Town and the surrounding County.

Residents of Lethbridge County are able to become members of any library serving the County, which include Picture Butte, Coaldale and both Lethbridge locations. Since provincial funding for libraries is calculated on population, and the number of residents living in the Town is a fraction of those in Lethbridge, we still charge a small fee at Picture Butte to cover operating expenses.

For the past 3 years the Lethbridge locations have waived membership fees for all members, including those residing in the County, reducing our County memberships to 15% of our total patrons. However, those County patrons acquiring free memberships at Lethbridge are still using the Picture Butte library as their main library for the services we provide.

In light of this loss of funds, the Town of Picture Butte Library Board respectfully requests that Lethbridge County consider adding a contribution to the Picture Butte Library into their yearly budget, so that we can continue to provide this essential and vibrant service to all patrons using our services.

Amanda Anderson
Town of Picture Butte Library Board Chairman



Picture Butte Public Library
Box 1130
Picture Butte, AB, T0K 1V0

Dear Cheryl,

Thank you for inviting ATB Financial to support The Picture Butte Public Library. While this is a terrific cause and we love what you're doing in our community, regrettably, we are unable to provide funding, primarily due to the number of commitments we have at this time.

Once again, thank you so much for reaching out to us and for your tireless efforts to help strengthen Alberta communities. Please accept our best wishes for success in your ongoing efforts.

Sincerely,

A handwritten signature in black ink, appearing to read 'David Lyon', written over a horizontal line.

David Lyon
Branch Manager Vulcan
Calgary South Market Sponsorship & Donations Committee Chairperson
Everyday Financial Services

Office 403-485-5194 | Mobile 403-485-0037
dlyon2@atb.com

Public library service in Alberta

The Alberta Libraries Act and Regulations form the legal basis for public library service in Alberta.

A library board is formed under the Act and is different from other non-profit and municipal boards.

At the regional level, municipalities can join library systems. A library system is formed by member municipalities and delivers services as defined by the Act.

At the provincial level, Municipal Affairs Public Library Services Branch:

- administers library legislation and grants;
- develops policy; and
- coordinates provincial activities (e.g. resource sharing and network development).

Municipalities and library boards

A municipality initiates local library service by creating a library board via a municipal bylaw.

The library board is a standalone body with full management and control of the library.

Library board members are appointed by the municipal council. A library board has five to 10 members. Up to two library board members can be municipal councillors.

The library board:

- employs library staff;
- manages the budget, facilities; assets and services; and
- approves library bylaws and policies.

The library board may pass bylaws for the safety and use of the library. Municipal council may disallow library bylaws.

Municipalities often provide a building or other space for the library but cannot charge rent for a building owned by the municipality.

Public library funding

Libraries are funded primarily by the local municipality, with supporting funds provided by the province.

Municipalities fund both their local library boards and their library systems. Municipalities with no local library may provide funding to nearby libraries or the library system to provide library services for their residents.

Libraries request a yearly allocation from their municipal council. Council may approve, deny or adjust the allocation. The library board creates and controls the library budget.

Municipal funding triggers funding from the province, as defined in the Public Library Service Grant Program Guidelines. Visit:

www.albertalibraries.ca

In 2011, municipalities gave an average per capita appropriation of \$34.73 to their local library boards.

More than books

Public libraries provide more than books to their local communities.

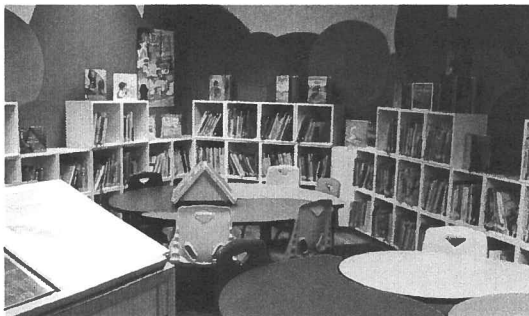
Using the wide range of resources at their disposal – books, computers, staff expertise and more – libraries deliver services that make a difference in Albertans' lives.

Libraries can:

- prepare children for school
- help people develop careers
- preserve local history
- provide comfortable public space
- teach ESL to new citizens

Alberta public libraries are the heart of the community and services are tailored to meet local needs.

In the past year, 62% of Alberta households used a public library.



More information

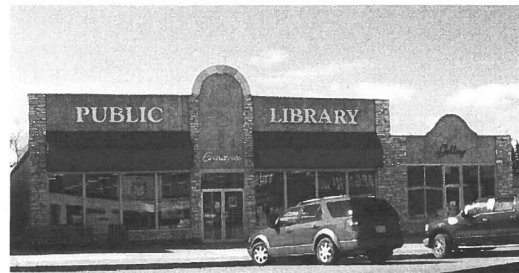
Municipal Affairs has responsibility for the administration of the *Alberta Libraries Act*.

The Ministry's Public Library Services Branch also develops provincial policy in areas such as resource sharing and network development.

For detailed information on legislation, grants, statistics and more visit:

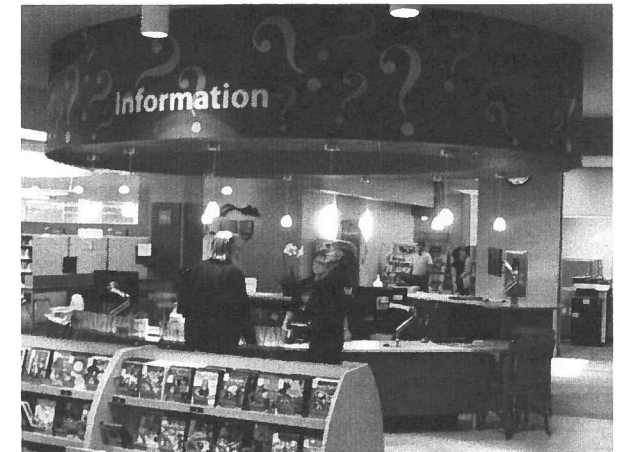
www.albertalibraries.ca

Contact Public Library Services Branch at (780) 427-4871 or email libraries@gov.ab.ca



A Guide for Councillors and Municipal Officials

Public Library Service in Alberta



Alberta Government

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Swan Hills	1301	YRL	1,201-3,000	\$ 80,500	\$ 61.88	\$ 19,277	\$ 99,777	\$76.69
Beaverlodge	2465	PLS	1,201-3,000	\$ -	\$ -	\$ 187,346	\$ 187,346	\$76.00
Tofield	2081	NLLS	1,201-3,000	\$ 134,057	\$ 64.42	\$ 14,501	\$ 148,558	\$71.39
High Prairie	2564	PLS	1,201-3,000	\$ 166,173	\$ 64.81	\$ 4,725	\$ 170,898	\$66.65
Sexsmith	2620	PLS	1,201-3,000	\$ -	\$ -	\$ 163,618	\$ 163,618	\$62.45
Valleyview	1863	PLS	1,201-3,000	\$ 110,872	\$ 59.51	\$ -	\$ 110,872	\$59.51
Fox Creek	1971	PLS	1,201-3,000	\$ 107,355	\$ 54.47	\$ -	\$ 107,355	\$54.47
Calmar	2228	YRL	1,201-3,000	\$ 110,524	\$ 49.61	\$ 4,764	\$ 115,287	\$51.74
Vulcan	1917	CARLS	1,201-3,000	\$ 92,460	\$ 48.23	\$ -	\$ 92,460	\$48.23
Rimbey	2567	PRL	1,201-3,000	\$ 95,500	\$ 37.20	\$ 21,408	\$ 116,908	\$45.54
Fort Macleod	2967	CARLS	1,201-3,000	\$ 6,867	\$ 2.31	\$ 126,722	\$ 133,589	\$45.03
Saddle Hills County	2225	PLS	1,201-3,000	\$ 100,000	\$ 44.94	\$ -	\$ 100,000	\$44.94
Sundre	2729	PRL	1,201-3,000	\$ 105,001	\$ 38.48	\$ -	\$ 105,001	\$38.48
Grimshaw	2718	PLS	1,201-3,000	\$ 85,596	\$ 31.49	\$ 10,169	\$ 95,765	\$35.23
Bow Island	2043	SLS	1,201-3,000	\$ 55,000	\$ 26.92	\$ 14,541	\$ 69,541	\$34.04
Redwater	2053	NLLS	1,201-3,000	\$ 66,102	\$ 32.20	\$ 2,246	\$ 68,348	\$33.29
Provost	1998	PRL	1,201-3,000	\$ 55,000	\$ 27.53	\$ 4,884	\$ 59,884	\$29.97
Nanton	2181	CARLS	1,201-3,000	\$ 43,190	\$ 19.80	\$ 21,444	\$ 64,634	\$29.63
Elk Point	1452	NLLS	1,201-3,000	\$ 9,100	\$ 6.27	\$ 30,945	\$ 40,045	\$27.58
Magrath	2435	CARLS	1,201-3,000	\$ 42,649	\$ 17.52	\$ 23,411	\$ 66,060	\$27.13
Bon Accord	1529	NLLS	1,201-3,000	\$ 41,201	\$ 26.95	\$ -	\$ 41,201	\$26.95
Hanna	2559	MLS	1,201-3,000	\$ 67,380	\$ 26.33	\$ -	\$ 67,380	\$26.33
Vauxhall	1222	CARLS	1,201-3,000	\$ 30,127	\$ 24.65	\$ -	\$ 30,127	\$24.65
Athabasca	2965	NLLS	1,201-3,000	\$ 70,265	\$ 23.70	\$ -	\$ 70,265	\$23.70
Mayerthorpe	1320	YRL	1,201-3,000	\$ 21,389	\$ 16.20	\$ 8,960	\$ 30,349	\$22.99
Irricana	1216	MLS	1,201-3,000	\$ 25,564	\$ 21.02	\$ -	\$ 25,564	\$21.02
Provost No. 52, M.D. of	2205	PRL	1,201-3,000	\$ 45,423	\$ 20.60	\$ -	\$ 45,423	\$20.60
Millet	1945	YRL	1,201-3,000	\$ 34,682	\$ 17.83	\$ 4,624	\$ 39,306	\$20.21
Picture Butte	1810	CARLS	1,201-3,000	\$ 20,000	\$ 11.05	\$ 11,674	\$ 31,674	\$17.50
Two Hills	1443	NLLS	1,201-3,000	\$ 17,248	\$ 11.95	\$ 6,158	\$ 23,406	\$16.22

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Bowden	1240	PRL	1,201-3,000	\$ 5,585	\$ 4.50	\$ 8,737	\$ 14,321	\$11.55
Bruderheim	1395	NLLS	1,201-3,000	\$ 12,880	\$ 9.23	\$ 3,197	\$ 16,077	\$11.52
Falher	1389	PLS	1,201-3,000	\$ 14,813	\$ 10.66	\$ 991	\$ 15,804	\$11.38
Birch Hills County	1553	PLS	1,201-3,000	\$ 16,508	\$ 10.63	\$ 457	\$ 16,965	\$10.92
Stirling	1269	CARLS	1,201-3,000	\$ 13,238	\$ 10.43	\$ -	\$ 13,238	\$10.43
Bassano	1206	SLS	1,201-3,000	\$ 6,006	\$ 4.98	\$ 1,884	\$ 7,890	\$6.54
Peace No. 135, M.D. of	1747	PLS	1,201-3,000	\$ 11,356	\$ 6.50	\$ -	\$ 11,356	\$6.50
Lamont - only open 3 days/week	1774	NLLS	1,201-3,000	\$ 6,157	\$ 3.47	\$ -	\$ 6,157	\$3.47
Wembley - only open 4 partial days	1516	PLS	1,201-3,000	\$ 4,170	\$ 2.75	\$ -	\$ 4,170	\$2.75
TOTAL	75,681			\$ 1,929,938	\$ 24.39	\$ 696,682	\$ 2,626,620	\$32.13

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Acadia M.D. No. 34	493	MLS	0-600	\$ 6,003	\$ 12.18	\$ -	\$ 6,003	\$12.18
Acme	653	MLS	601-1,200	\$ 2,939	\$ 4.50	\$ -	\$ 2,939	\$4.50
Airdrie	68091	MLS	50,001-200,000	\$ 1,773,060	\$ 26.04	\$ -	\$ 1,773,060	\$26.04
Alberta Beach	1018	YRL	601-1,200	\$ 10,500	\$ 10.31	\$ 670	\$ 11,170	\$10.97
Alix	734	PRL	601-1,200	\$ 5,798	\$ 7.90	\$ 7,556	\$ 13,354	\$18.19
Alliance	154	PRL	0-600	\$ 308	\$ 2.00	\$ -	\$ 308	\$2.00
Amisk	204	PRL	0-600	\$ 12,904	\$ 63.25	\$ -	\$ 12,904	\$63.25
Andrew	425	NLLS	0-600	\$ 758	\$ 1.78	\$ -	\$ 758	\$1.78
Arrowwood	207	CARLS	0-600	\$ 609	\$ 2.94	\$ -	\$ 609	\$2.94
Athabasca	2965	NLLS	1,201-3,000	\$ 70,265	\$ 23.70	\$ -	\$ 70,265	\$23.70
Athabasca County	7869	NLLS	5,001-10,000	\$ 164,004	\$ 20.84	\$ -	\$ 164,004	\$20.84
Banff	8875	MLS	5,001-10,000	\$ 413,741	\$ 46.62	\$ -	\$ 413,741	\$46.62
Barnwell	947	CARLS	601-1,200	\$ 12,000	\$ 12.67	\$ -	\$ 12,000	\$12.67
Barrhead/Barrhead County	10867	YRL	10,001-50,000	\$ 80,316	\$ 7.39	\$ -	\$ 80,316	\$7.39
Bashaw	830	PRL	601-1,200	\$ 8,500	\$ 10.24	\$ -	\$ 8,500	\$10.24
Bassano	1206	SLS	1,201-3,000	\$ 6,006	\$ 4.98	\$ 1,884	\$ 7,890	\$6.54
Bawlf	422	PRL	0-600	\$ 6,827	\$ 16.18	\$ 748	\$ 7,574	\$17.95
Beaumont	18829	YRL	10,001-50,000	\$ 449,495	\$ 23.87	\$ -	\$ 449,495	\$23.87
Beaverlodge	2465	PLS	1,201-3,000	\$ -	\$ -	\$ 187,346	\$ 187,346	\$76.00
Beiseker	819	MLS	601-1,200	\$ 11,347	\$ 13.85	\$ 15,107	\$ 26,454	\$32.30
Bentley	1078	PRL	601-1,200	\$ 19,465	\$ 18.06	\$ 4,923	\$ 24,388	\$22.62
Berwyn	538	PLS	0-600	\$ 12,000	\$ 22.30	\$ -	\$ 12,000	\$22.30
Big Lakes, M.D. of	4103	PLS	3,001-5,000	\$ 23,094	\$ 5.63	\$ -	\$ 23,094	\$5.63
Big Valley	349	PRL	0-600	\$ 1,800	\$ 5.16	\$ 2,052	\$ 3,852	\$11.04
Birch Hills County	1553	PLS	1,201-3,000	\$ 16,508	\$ 10.63	\$ 457	\$ 16,965	\$10.92
Blackfalds	10125	PRL	10,001-50,000	\$ 290,900	\$ 28.73	\$ 11,716	\$ 302,616	\$29.89
Bon Accord	1529	NLLS	1,201-3,000	\$ 41,201	\$ 26.95	\$ -	\$ 41,201	\$26.95
Bonnyville	6422	NLLS	5,001-10,000	\$ 128,203	\$ 19.96	\$ -	\$ 128,203	\$19.96
Bow Island	2043	SLS	1,201-3,000	\$ 55,000	\$ 26.92	\$ 14,541	\$ 69,541	\$34.04
Bowden	1240	PRL	1,201-3,000	\$ 5,585	\$ 4.50	\$ 8,737	\$ 14,321	\$11.55

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Boyle	925	NLLS	601-1,200	\$ 27,540	\$ 29.77	\$ 6,862	\$ 34,402	\$37.19
Breton	574	YRL	0-600	\$ 18,607	\$ 32.42	\$ -	\$ 18,607	\$32.42
Brooks	14451	SLS	10,001-50,000	\$ 292,660	\$ 20.25	\$ -	\$ 292,660	\$20.25
Bruderheim	1395	NLLS	1,201-3,000	\$ 12,880	\$ 9.23	\$ 3,197	\$ 16,077	\$11.52
Calgary	1267344		200,000+	\$ 51,935,413	\$ 40.98	\$ -	\$ 51,935,413	\$40.98
Calmar	2228	YRL	1,201-3,000	\$ 110,524	\$ 49.61	\$ 4,764	\$ 115,287	\$51.74
Camrose	18742	PRL	10,001-50,000	\$ 641,023	\$ 34.20	\$ -	\$ 641,023	\$34.20
Canmore	13992	MLS	10,001-50,000	\$ 784,122	\$ 56.04	\$ -	\$ 784,122	\$56.04
Carbon	500	MLS	0-600	\$ 8,000	\$ 16.00	\$ -	\$ 8,000	\$16.00
Cardston	3909	CARLS	3,001-5,000	\$ 176,431	\$ 45.13	\$ 70,442	\$ 246,873	\$63.15
Carmangay	250	CARLS	0-600	\$ 973	\$ 3.89	\$ 1,909	\$ 2,882	\$11.53
Caroline	512	PRL	0-600	\$ -	\$ -	\$ 10,327	\$ 10,327	\$20.17
Carstairs	4077	PRL	3,001-5,000	\$ 146,720	\$ 35.99	\$ 20,295	\$ 167,015	\$40.97
Castor	929	PRL	601-1,200	\$ 5,000	\$ 5.38	\$ 7,025	\$ 12,025	\$12.94
Cereal	111	MLS	0-600	\$ 320	\$ 2.88	\$ -	\$ 320	\$2.88
Champion	317	CARLS	0-600	\$ 2,600	\$ 8.20	\$ -	\$ 2,600	\$8.20
Chauvin	345	NLLS	0-600	\$ 1,749	\$ 5.07	\$ -	\$ 1,749	\$5.07
Chestermere	20732	MLS	10,001-50,000	\$ 343,493	\$ 16.57	\$ -	\$ 343,493	\$16.57
Claresholm	3780	CARLS	3,001-5,000	\$ 180,000	\$ 47.62	\$ 7,144	\$ 187,144	\$49.51
Clive	715	PRL	601-1,200	\$ 5,164	\$ 7.22	\$ -	\$ 5,164	\$7.22
Coaldale	8215	CARLS	5,001-10,000	\$ 171,203	\$ 20.84	\$ -	\$ 171,203	\$20.84
Cochrane	27960	MLS	10,001-50,000	\$ 598,416	\$ 21.40	\$ -	\$ 598,416	\$21.40
Cold Lake	14961	NLLS	10,001-50,000	\$ 430,694	\$ 28.79	\$ 37,577	\$ 468,271	\$31.30
Consort	729	MLS	601-1,200	\$ 6,518	\$ 8.94	\$ -	\$ 6,518	\$8.94
Coronation	940	PRL	601-1,200	\$ 14,000	\$ 14.89	\$ 220	\$ 14,220	\$15.13
Coutts	245	CARLS	0-600	\$ 800	\$ 3.27	\$ 14,700	\$ 15,500	\$63.27
Cremona	444	PRL	0-600	\$ 2,500	\$ 5.63	\$ 2,039	\$ 4,539	\$10.22
Crossfield	3308	MLS	3,001-5,000	\$ 81,487	\$ 24.63	\$ -	\$ 81,487	\$24.63
Crowsnest Pass, Municipality of	5589	CARLS	5,001-10,000	\$ 125,200	\$ 22.40	\$ 10,074	\$ 135,274	\$24.20
Cypress County	7662	SLS	5,001-10,000	\$ 30,648	\$ 4.00	\$ -	\$ 30,648	\$4.00

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Czar	202	PRL	0-600	\$ -	\$ -	\$ 6,157	\$ 6,157	\$30.48
Daysland	824	PRL	601-1,200	\$ 4,120	\$ 5.00	\$ 7,539	\$ 11,659	\$14.15
Delburne	892	PRL	601-1,200	\$ 1,784	\$ 2.00	\$ -	\$ 1,784	\$2.00
Delia	216	MLS	0-600	\$ 1,512	\$ 7.00	\$ -	\$ 1,512	\$7.00
Devon	6578	YRL	5,001-10,000	\$ 454,499	\$ 69.09	\$ -	\$ 454,499	\$69.09
Didsbury	5268	PRL	5,001-10,000	\$ 248,700	\$ 47.21	\$ 1,748	\$ 250,448	\$47.54
Donalda	219	PRL	0-600	\$ 6,500	\$ 29.68	\$ -	\$ 6,500	\$29.68
Drayton Valley	7235	YRL	5,001-10,000	\$ 328,758	\$ 45.44	\$ -	\$ 328,758	\$45.44
Drumheller	7982	MLS	5,001-10,000	\$ 177,075	\$ 22.18	\$ -	\$ 177,075	\$22.18
Duchess	1085	SLS	601-1,200	\$ 8,116	\$ 7.48	\$ -	\$ 8,116	\$7.48
Eckville	1163	PRL	601-1,200	\$ 43,272	\$ 37.21	\$ 1,770	\$ 45,042	\$38.73
Edberg	151	PRL	0-600	\$ 1,885	\$ 12.48	\$ -	\$ 1,885	\$12.48
Edgerton	425	NLLS	0-600	\$ 8,500	\$ 20.00	\$ -	\$ 8,500	\$20.00
Edmonton	932546		200,000+	\$ 48,019,934	\$ 51.49	\$ -	\$ 48,019,934	\$51.49
Edson	8414	YRL	5,001-10,000	\$ 330,586	\$ 39.29	\$ -	\$ 330,586	\$39.29
Elk Point	1452	NLLS	1,201-3,000	\$ 9,100	\$ 6.27	\$ 30,945	\$ 40,045	\$27.58
Elnora	298	PRL	0-600	\$ 4,000	\$ 13.42	\$ 5,592	\$ 9,592	\$32.19
Empress	155	MLS	0-600	\$ 1,000	\$ 6.45	\$ 2,706	\$ 3,706	\$23.91
Fairview/Fairview M.D.	4602	PLS	3,001-5,000	\$ 99,869	\$ 21.70	\$ 32,232	\$ 132,101	\$28.71
Falher	1389	PLS	1,201-3,000	\$ 14,813	\$ 10.66	\$ 991	\$ 15,804	\$11.38
Foremost	541	SLS	0-600	\$ 2,694	\$ 4.98	\$ -	\$ 2,694	\$4.98
Forestburg	875	PRL	601-1,200	\$ 24,600	\$ 28.11	\$ 22,479	\$ 47,079	\$53.80
Fort Macleod	2967	CARLS	1,201-3,000	\$ 6,867	\$ 2.31	\$ 126,722	\$ 133,589	\$45.03
Fort Saskatchewan	26328		10,001-50,000	\$ 1,190,582	\$ 45.22	\$ -	\$ 1,190,582	\$45.22
Fox Creek	1971	PLS	1,201-3,000	\$ 107,355	\$ 54.47	\$ -	\$ 107,355	\$54.47
Gibbons	3159	NLLS	3,001-5,000	\$ 64,333	\$ 20.36	\$ 20,027	\$ 84,360	\$26.70
Glenwood	316	CARLS	0-600	\$ 18,000	\$ 56.96	\$ 4,168	\$ 22,168	\$70.15
Grande Cache	3571	YRL	3,001-5,000	\$ 92,000	n.d.	\$ -	\$ 92,000	n.d.
Grande Prairie	69088	PLS	50,001-200,000	\$ 1,621,717	\$ 23.47	\$ -	\$ 1,621,717	\$23.47
Grande Prairie No. 1, County of	22502	PLS	10,001-50,000	\$ 680,393	\$ 30.24	\$ -	\$ 680,393	\$30.24

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Granum	406	CARLS	0-600	\$ 6,100	\$ 15.02	\$ -	\$ 6,100	\$15.02
Grimshaw	2718	PLS	1,201-3,000	\$ 85,596	\$ 31.49	\$ 10,169	\$ 95,765	\$35.23
Hanna	2559	MLS	1,201-3,000	\$ 67,380	\$ 26.33	\$ -	\$ 67,380	\$26.33
Hardisty	554	PRL	0-600	\$ 6,370	\$ 11.50	\$ -	\$ 6,370	\$11.50
Hay Lakes	495	PRL	0-600	\$ 7,500	\$ 15.15	\$ -	\$ 7,500	\$15.15
Heisler	160	PRL	0-600	\$ 2,600	\$ 16.25	\$ -	\$ 2,600	\$16.25
High Level	3992	PLS	3,001-5,000	\$ 127,000	\$ 31.81	\$ -	\$ 127,000	\$31.81
High Prairie	2564	PLS	1,201-3,000	\$ 166,173	\$ 64.81	\$ 4,725	\$ 170,898	\$66.65
High River	13584	MLS	10,001-50,000	\$ 346,200	\$ 25.49	\$ -	\$ 346,200	\$25.49
Hines Creek	346	PLS	0-600	\$ 2,500	\$ 7.23	\$ 1,431	\$ 3,931	\$11.36
Hinton	9882	YRL	5,001-10,000	\$ 475,000	\$ 48.07	\$ 104,333	\$ 579,333	\$58.63
Holden	350	NLLS	0-600	\$ 12,510	\$ 35.74	\$ 6,403	\$ 18,913	\$54.04
Hughenden	243	PRL	0-600	\$ 6,250	\$ 25.72	\$ -	\$ 6,250	\$25.72
Hussar	190	MLS	0-600	\$ 500	\$ 2.63	\$ -	\$ 500	\$2.63
Hythe	827	PLS	601-1,200	\$ 8,000	\$ 9.67	\$ -	\$ 8,000	\$9.67
Innisfail	7847	PRL	5,001-10,000	\$ 130,000	\$ 16.57	\$ 46,100	\$ 176,100	\$22.44
Innisfree	223	NLLS	0-600	\$ -	\$ -	\$ -	\$ -	\$0.00
Irma	521	NLLS	0-600	\$ 1,110	\$ 2.13	\$ -	\$ 1,110	\$2.13
Irricana	1216	MLS	1,201-3,000	\$ 25,564	\$ 21.02	\$ -	\$ 25,564	\$21.02
Jasper, Municipality of	4590	YRL	3,001-5,000	\$ 180,771	\$ 39.38	\$ 60,018	\$ 240,789	\$52.46
Killam	989	PRL	601-1,200	\$ 13,000	\$ 13.14	\$ -	\$ 13,000	\$13.14
Kitscoty	976	NLLS	601-1,200	\$ 2,304	\$ 2.36	\$ -	\$ 2,304	\$2.36
Lac La Biche County	9531	NLLS	5,001-10,000	\$ 537,549	\$ 56.40	\$ 11,545	\$ 549,094	\$57.61
Lac Ste Anne County	10899	YRL	10,001-50,000	\$ 144,997	\$ 13.30	\$ -	\$ 144,997	\$13.30
Lacombe	13057	PRL	10,001-50,000	\$ 319,560	\$ 24.47	\$ -	\$ 319,560	\$24.47
Lamont	1774	NLLS	1,201-3,000	\$ 6,157	\$ 3.47	\$ -	\$ 6,157	\$3.47
Lamont County	3899	NLLS	3,001-5,000	\$ 16,000	\$ 4.10	\$ -	\$ 16,000	\$4.10
Leduc	32448	YRL	10,001-50,000	\$ 831,516	\$ 25.63	\$ -	\$ 831,516	\$25.63
Leduc County	13780	YRL	10,001-50,000	\$ 44,640	\$ 3.24	\$ -	\$ 44,640	\$3.24
Lethbridge	99769	CARLS	50,001-200,000	\$ 6,521,130	\$ 65.36	\$ -	\$ 6,521,130	\$65.36

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Linden	828	MLS	601-1,200	\$ 6,000	\$ 7.25	\$ -	\$ 6,000	\$ 7.25
Lloydminster*	19645		10,001-50,000	\$ 708,164	\$ 36.05	\$ -	\$ 708,164	\$ 36.05
Lomond	166	CARLS	0-600	\$ 1,817	\$ 10.95	\$ -	\$ 1,817	\$ 10.95
Longview	307	MLS	0-600	\$ 2,000	\$ 6.51	\$ 2,248	\$ 4,248	\$ 13.84
Lougheed	256	PRL	0-600	\$ 2,000	\$ 7.81	\$ 30,067	\$ 32,067	\$ 125.26
Mackenzie County	12512		10,001-50,000	\$ -	\$ -	\$ -	\$ -	\$ 0.00
Magrath	2435	CARLS	1,201-3,000	\$ 42,649	\$ 17.52	\$ 23,411	\$ 66,060	\$ 27.13
Manning	1183	PLS	601-1,200	\$ 65,952	\$ 55.75	\$ -	\$ 65,952	\$ 55.75
Mannville	828	NLLS	601-1,200	\$ 12,420	\$ 15.00	\$ 1,167	\$ 13,587	\$ 16.41
Marwayne	606	NLLS	601-1,200	\$ 1,391	\$ 2.30	\$ -	\$ 1,391	\$ 2.30
Mayerthorpe	1320	YRL	1,201-3,000	\$ 21,389	\$ 16.20	\$ 8,960	\$ 30,349	\$ 22.99
McLennan	791	PLS	601-1,200	\$ -	\$ -	\$ 34,189	\$ 34,189	\$ 43.22
Medicine Hat	63260	SLS	50,001-200,000	\$ 2,348,434	\$ 37.12	\$ -	\$ 2,348,434	\$ 37.12
Milk River	827	CARLS	601-1,200	\$ 7,000	\$ 8.46	\$ -	\$ 7,000	\$ 8.46
Millet	1945	YRL	1,201-3,000	\$ 34,682	\$ 17.83	\$ 4,624	\$ 39,306	\$ 20.21
Milo	91	CARLS	0-600	\$ 3,000	\$ 32.97	\$ -	\$ 3,000	\$ 32.97
Morinville	9893	NLLS	5,001-10,000	\$ 508,753	\$ 51.43	\$ 9,663	\$ 518,416	\$ 52.40
Morrin	240	MLS	0-600	\$ 500	\$ 2.08	\$ 4,358	\$ 4,858	\$ 20.24
Mundare	852	NLLS	601-1,200	\$ 5,258	\$ 6.17	\$ -	\$ 5,258	\$ 6.17
Nampa	364	PLS	0-600	\$ 11,500	\$ 31.59	\$ -	\$ 11,500	\$ 31.59
Nanton	2181	CARLS	1,201-3,000	\$ 43,190	\$ 19.80	\$ 21,444	\$ 64,634	\$ 29.63
Newell, County of	7524	SLS	5,001-10,000	\$ 84,660	\$ 11.25	\$ -	\$ 84,660	\$ 11.25
Okotoks	29002	MLS	10,001-50,000	\$ 643,496	\$ 22.19	\$ -	\$ 643,496	\$ 22.19
Olds	9184	PRL	5,001-10,000	\$ 334,000	\$ 36.37	\$ 13,203	\$ 347,203	\$ 37.81
Onoway	1029	YRL	601-1,200	\$ 5,000	\$ 4.86	\$ -	\$ 5,000	\$ 4.86
Opportunity No. 17, M.D. of	3181	PLS	3,001-5,000	\$ 19,830	\$ 6.23	\$ 167,961	\$ 187,791	\$ 59.04
Oyen	1022	MLS	601-1,200	\$ 6,539	\$ 6.40	\$ 200	\$ 6,739	\$ 6.59
Paradise Valley	179	NLLS	0-600	\$ 908	\$ 5.07	\$ -	\$ 908	\$ 5.07
Parkland County	32097	YRL	10,001-50,000	\$ 665,308	\$ 20.73	\$ -	\$ 665,308	\$ 20.73
Peace No. 135, M.D. of	1747	PLS	1,201-3,000	\$ 11,356	\$ 6.50	\$ -	\$ 11,356	\$ 6.50

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Peace River	6842	PLS	5,001-10,000	\$ 343,300	\$ 50.18	\$ -	\$ 343,300	\$50.18
Penhold	3277	PRL	3,001-5,000	\$ 139,351	\$ 42.52	\$ 33,541	\$ 172,892	\$52.76
Picture Butte	1810	CARLS	1,201-3,000	\$ 20,000	\$ 11.05	\$ 11,674	\$ 31,674	\$17.50
Pincher Creek and District	6816	CARLS	5,001-10,000	\$ 213,592	\$ 31.34	\$ -	\$ 213,592	\$31.34
Ponoka	7229	PRL	5,001-10,000	\$ 96,660	\$ 13.37	\$ -	\$ 96,660	\$13.37
Provost	1998	PRL	1,201-3,000	\$ 55,000	\$ 27.53	\$ 4,884	\$ 59,884	\$29.97
Provost No. 52, M.D. of	2205	PRL	1,201-3,000	\$ 45,423	\$ 20.60	\$ -	\$ 45,423	\$20.60
Rainbow Lake	795	PLS	601-1,200	\$ -	\$ -	\$ 22,514	\$ 22,514	\$28.32
Raymond	4252	CARLS	3,001-5,000	\$ 163,628	\$ 38.48	\$ -	\$ 163,628	\$38.48
Red Deer	100418		50,001-200,000	\$ 4,149,313	\$ 41.32	\$ -	\$ 4,149,313	\$41.32
Redcliff	5600	SLS	5,001-10,000	\$ 174,892	\$ 31.23	\$ -	\$ 174,892	\$31.23
Redwater	2053	NLLS	1,201-3,000	\$ 66,102	\$ 32.20	\$ 2,246	\$ 68,348	\$33.29
Rimbey	2567	PRL	1,201-3,000	\$ 95,500	\$ 37.20	\$ 21,408	\$ 116,908	\$45.54
Rocky Mountain House	6635	PRL	5,001-10,000	\$ 226,800	\$ 34.18	\$ 60,797	\$ 287,597	\$43.35
Rockyford	316	MLS	0-600	\$ 4,050	\$ 12.82	\$ -	\$ 4,050	\$12.82
Rosemary	396	SLS	0-600	\$ 1,972	\$ 4.98	\$ -	\$ 1,972	\$4.98
Rycroft	612	PLS	601-1,200	\$ 6,500	\$ 10.62	\$ 18,926	\$ 25,426	\$41.55
Ryley	483	NLLS	0-600	\$ 22,708	\$ 47.01	\$ -	\$ 22,708	\$47.01
Saddle Hills County	2225	PLS	1,201-3,000	\$ 100,000	\$ 44.94	\$ -	\$ 100,000	\$44.94
Seba Beach	169	YRL	0-600	\$ 8,000	\$ 47.34	\$ 1,500	\$ 9,500	\$56.21
Sedgewick	811	PRL	601-1,200	\$ 7,500	\$ 9.25	\$ -	\$ 7,500	\$9.25
Sexsmith	2620	PLS	1,201-3,000	\$ -	\$ -	\$ 163,618	\$ 163,618	\$62.45
Sheep River	5259	MLS	5,001-10,000	\$ 206,776	\$ 39.32	\$ -	\$ 206,776	\$39.32
Slave Lake/Lesser Slave River M.D.	9454	PLS	5,001-10,000	\$ 267,368	\$ 28.28	\$ -	\$ 267,368	\$28.28
Smoky Lake	964	NLLS	601-1,200	\$ 29,500	\$ 30.60	\$ -	\$ 29,500	\$30.60
Spirit River	995	PLS	601-1,200	\$ 5,500	\$ 5.53	\$ 14,634	\$ 20,134	\$20.24
Spruce Grove	35766	YRL	10,001-50,000	\$ 888,262	\$ 24.84	\$ -	\$ 888,262	\$24.84
St. Albert	66082		50,001-200,000	\$ 4,258,300	\$ 64.44	\$ -	\$ 4,258,300	\$64.44
St. Paul	5963	NLLS	5,001-10,000	\$ 183,078	\$ 30.70	\$ 16,861	\$ 199,939	\$33.53
St. Paul No. 19, County of	6468	NLLS	5,001-10,000	\$ 118,955	\$ 18.39	\$ 22,418	\$ 141,373	\$21.86

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Standard	353	MLS	0-600	\$ 11,500	\$ 32.58	\$ -	\$ 11,500	\$32.58
Stavelly	541	CARLS	0-600	\$ 5,788	\$ 10.70	\$ -	\$ 5,788	\$10.70
Stettler/Stettler County	11478	PRL	10,001-50,000	\$ 322,991	\$ 28.14	\$ -	\$ 322,991	\$28.14
Stirling	1269	CARLS	1,201-3,000	\$ 13,238	\$ 10.43	\$ -	\$ 13,238	\$10.43
Stony Plain	17189	YRL	10,001-50,000	\$ 447,500	\$ 26.03	\$ 33,621	\$ 481,121	\$27.99
Strathcona County	98381		50,001-200,000	\$ 9,461,866	\$ 96.18	\$ -	\$ 9,461,866	\$96.18
Strathmore	13528	MLS	10,001-50,000	\$ 276,496	\$ 20.44	\$ -	\$ 276,496	\$20.44
Sundre	2729	PRL	1,201-3,000	\$ 105,001	\$ 38.48	\$ -	\$ 105,001	\$38.48
Swan Hills	1301	YRL	1,201-3,000	\$ 80,500	\$ 61.88	\$ 19,277	\$ 99,777	\$76.69
Sylvan Lake	14816	PRL	10,001-50,000	\$ 387,861	\$ 26.18	\$ 21,258	\$ 409,119	\$27.61
Taber	8428	CARLS	5,001-10,000	\$ 229,463	\$ 27.23	\$ -	\$ 229,463	\$27.23
Taber, M.D. of	7173	CARLS	5,001-10,000	\$ 55,950	\$ 7.80	\$ -	\$ 55,950	\$7.80
Thorhild No. 7, County of	3254	NLLS	3,001-5,000	\$ 97,000	\$ 29.81	\$ 18,065	\$ 115,065	\$35.36
Thorsby	1015	YRL	601-1,200	\$ 20,373	\$ 20.07	\$ 633	\$ 21,006	\$20.70
Three Hills	3212	MLS	3,001-5,000	\$ 93,632	\$ 29.15	\$ 19,508	\$ 113,140	\$35.22
Tofield	2081	NLLS	1,201-3,000	\$ 134,057	\$ 64.42	\$ 14,501	\$ 148,558	\$71.39
Trochu	1058	MLS	601-1,200	\$ 20,000	\$ 18.90	\$ -	\$ 20,000	\$18.90
Two Hills	1443	NLLS	1,201-3,000	\$ 17,248	\$ 11.95	\$ 6,158	\$ 23,406	\$16.22
Valleyview	1863	PLS	1,201-3,000	\$ 110,872	\$ 59.51	\$ -	\$ 110,872	\$59.51
Vauxhall	1222	CARLS	1,201-3,000	\$ 30,127	\$ 24.65	\$ -	\$ 30,127	\$24.65
Vegreville	5708	NLLS	5,001-10,000	\$ 250,310	\$ 43.85	\$ 66,000	\$ 316,310	\$55.42
Vermilion	4150	NLLS	3,001-5,000	\$ -	\$ -	\$ 224,854	\$ 224,854	\$54.18
Veteran	238		0-600	\$ 1,000	\$ 4.20	\$ -	\$ 1,000	\$4.20
Viking	1083	NLLS	601-1,200	\$ 23,596	\$ 21.79	\$ -	\$ 23,596	\$21.79
Vilna	290	NLLS	0-600	\$ 1,247	\$ 4.30	\$ 13,025	\$ 14,272	\$49.22
Vulcan	1917	CARLS	1,201-3,000	\$ 92,460	\$ 48.23	\$ -	\$ 92,460	\$48.23
Vulcan County	3984	CARLS	3,001-5,000	\$ 126,000	\$ 31.63	\$ -	\$ 126,000	\$31.63
Wabamun	682	YRL	601-1,200	\$ 6,721	\$ 9.86	\$ 5,088	\$ 11,809	\$17.32
Wainwright	6270	NLLS	5,001-10,000	\$ 172,125	\$ 27.45	\$ 51,169	\$ 223,294	\$35.61
Warburg	766	YRL	601-1,200	\$ 17,912	\$ 23.38	\$ 7,112	\$ 25,024	\$32.67

Public Library Funding 2018

Local Appropriation to Municipal and Intermunicipal Library Boards

Board	2018 Population	System	Population range	Local Appropriation	Local Appropriation per capita	Direct Payments	Total Local Appropriation	Total Local Appropriation per capita
Warner	373	CARLS	0-600	\$ 1,500	\$ 4.02	\$ -	\$ 1,500	\$4.02
Waskatenau	227	NLLS	0-600	\$ 1,500	\$ 6.61	\$ -	\$ 1,500	\$6.61
Wembley	1516	PLS	1,201-3,000	\$ 4,170	\$ 2.75	\$ -	\$ 4,170	\$2.75
Westlock Intermunicipal	12321	YRL	10,001-50,000	\$ 160,000	\$ 12.99	\$ -	\$ 160,000	\$12.99
Wetaskiwin	12655	YRL	10,001-50,000	\$ 554,445	\$ 43.81	\$ 660,103	\$ 1,214,548	\$95.97
Wetaskiwin No. 10, County of	11181	YRL	10,001-50,000	\$ 67,806	\$ 6.06	\$ -	\$ 67,806	\$6.06
Whitecourt	10204	YRL	10,001-50,000	\$ 201,673	\$ 19.76	\$ -	\$ 201,673	\$19.76
Wood Buffalo, RM of	111687		50,001-200,000	\$ 4,210,500	\$ 37.70	\$ -	\$ 4,210,500	\$37.70
Woodlands County	4754	YRL	3,001-5,000	\$ 184,000	\$ 38.70	\$ -	\$ 184,000	\$38.70
Yellowhead County	10995	YRL	10,001-50,000	\$ 724,040	\$ 65.85	\$ -	\$ 724,040	\$65.85
Youngstown	154	MLS	0-600	\$ 1,463	\$ 9.50	\$ 1,000	\$ 2,463	\$15.99
TOTAL	3,825,801			\$ 159,669,518	\$ 22.36	\$ 2,837,998	\$ 162,507,516	\$27.93

TOWN OF PICTURE BUTTE LIBRARY 2024 BUDGET

Income:		Operating Expenses:	
Local Appropriation	42,000.00	Staff Expense:	
Provincial Library Operating Grant	19,136.00	Salaries & Benefits	78,558.00
Rural Services Grant	37,246.00	Library Manager/Admin	54,600.00
Membership fees	4,000.00	Library Clerks	13,832.00
Fines	150.00	Programming Staff	3,000.00
Rental Revenue (programs)	1,500.00	EI & CPP	4,776.00
GST rebate	200.00	Worker's Compensation	250
earbuds	20.00	Bookkeeping	2,100.00
Transfer from Reserve		Other(Christmas)	
		Honoraria (Volunteers)	
Total Income	104,252.00	Course/Conference Fees	250
		Total Staff Expense	78,558.00 78,808.00
		Library Resources:	
		Carls fee	7700
		Books	2500
		Periodicals	811
Manager 42 hrs/wk x 52 wks x \$25.00/hr =		Audio Visual/DVD's	2500
\$54,600		Binding & Repair (Tape, Labels, Covers)	150
		Electronic Resources (licenses)	220
Clerk #1 7 hrs/wk x 52 wks x \$19.00/hr =		Total Resource Expense	13,881.00
\$6,916		Administration:	
		Audit	100
Clerk #2 7 hrs/wk x 52 wks x \$19.00/hr =		Board Expenses (travel/course)	0
\$6,916		Equipment Rentals & Maintenance	1900
		Legal Fees/Bank Charges	50
Bookkeeping \$175/mo x 12 mo = \$2100.00		Library Supplies (Sundries)	100
		Memberships (Chamber, AUMA, etc.)	115
		Postage	20
		Program Exp(Pub Adv SRP Supplies&Snacks)	500
		Stationery/Printing/Copier Supplies	300
		Telephone & Telecommunications	360
		Travel (Staff)	200
		Other materials & supplies (incl. Promo.)	0
		Other Expense (incl. GST expense)	200
		Total Administration Expense	3,845.00
		Building Maintenance:	
		Insurance	4000
		Janitorial	0.00
		Total Maintenance Expense	4,000.00
		Capital Expenditures:	
		Building Repairs & Reno (Carpet/Paint)	0.00
		Furniture & Equipment	3718
		Total Capital Expenditure	3718.00
		Transfer to Reserve	0
		Total Expense	104,252.00

August 10, 2023

TO: Cheryl Garratt, Picture Butte Public Library

FROM: Yanet Grajeda, Corporate Services Manager

RE: Rural Services Grant 2023

Dear Cheryl,

Rural Services Grants are distributed by Chinook Arch to reimburse libraries serving rural populations with no library board. Chinook Arch combines some of its provincial funding with the library services fee paid by rural municipalities with no library board.

In order to distribute your 2023 grant, Chinook Arch requires a **letter on your library's letterhead** stating that your library's Plan of Service includes a commitment to serve residents of Lethbridge County. Grants will be paid when rural municipalities have paid their fees and we have received your letter of application.

The total 2023 Rural Services Grant for your library will be as follows:

Funding component	Per Capita Contribution	Population	Total
Lethbridge County	\$2.72	11,058	\$30,077.76
Chinook Arch Rural Services Grant	\$4.29	10,353	\$44,414.37
Total			\$74,492.13
Percentage to your library			50.00%
Net Rural Services Grant			\$37,246.07

**Municipal and Intermunicipal Library Board Operating Grants
2023-24 Maximum eligible amount***

Library Board	2019 Population List	Base Grant	Per Capita @ \$5.60	Total Projected 2023-24 Grant Amount*
Acadia No. 34, M.D. of	493	\$9,000	\$2,761	\$11,761
Acme	653	\$9,000	\$3,657	\$12,657
Airdrie	70,564	\$9,000	\$395,158	\$404,158
Alberta Beach	1,018	\$9,000	\$5,701	\$14,701
Alix	734	\$9,000	\$4,110	\$13,110
Alliance	154	\$9,000	\$862	\$9,862
Amisk	204	\$9,000	\$1,142	\$10,142
Andrew	425	\$9,000	\$2,380	\$11,380
Arrowwood	207	\$9,000	\$1,159	\$10,159
Athabasca	2,965	\$9,000	\$16,604	\$25,604
Athabasca County	7,869	\$9,000	\$44,066	\$53,066
Banff	8,875	\$9,000	\$49,700	\$58,700
Barnwell	947	\$9,000	\$5,303	\$14,303
Barrhead (Intermunicipal)	10,867	\$9,000	\$60,855	\$69,855
Bashaw	830	\$9,000	\$4,648	\$13,648
Bassano	1,206	\$9,000	\$6,754	\$17,483**
Bawlf	422	\$9,000	\$2,363	\$11,363
Beaumont	19,236	\$9,000	\$107,722	\$116,722
Beaverlodge	2,465	\$9,000	\$13,804	\$22,804
Beiseker	819	\$9,000	\$4,586	\$13,586
Bentley	1,078	\$9,000	\$6,037	\$15,037
Berwyn	538	\$9,000	\$3,013	\$12,013
Big Lakes County	4,103	\$9,000	\$22,977	\$31,977
Big Valley	349	\$9,000	\$1,954	\$10,954
Birch Hills County	1,553	\$9,000	\$8,697	\$17,697
Blackfalds	10,125	\$9,000	\$56,700	\$65,700
Bon Accord	1,529	\$9,000	\$8,562	\$17,562
Bonnyville	6,422	\$9,000	\$35,963	\$44,963
Bow Island	2,043	\$9,000	\$11,441	\$20,441
Bowden	1,240	\$9,000	\$6,944	\$17,483**
Boyle	925	\$9,000	\$5,180	\$14,180
Breton	574	\$9,000	\$3,214	\$12,214
Brooks	14,451	\$9,000	\$80,926	\$89,926
Bruderheim	1,395	\$9,000	\$7,812	\$17,483**
Calgary	1,285,711	\$9,000	\$7,199,982	\$7,208,982
Calmar	2,228	\$9,000	\$12,477	\$21,477
Camrose	18,742	\$9,000	\$104,955	\$113,955
Canmore	13,992	\$9,000	\$78,355	\$87,355
Carbon	500	\$9,000	\$2,800	\$11,800

**Municipal and Intermunicipal Library Board Operating Grants
2023-24 Maximum eligible amount***

Library Board	2019 Population List	Base Grant	Per Capita @ \$5.60	Total Projected 2023-24 Grant Amount*
Cardston	3,909	\$9,000	\$21,890	\$30,890
Carmangay	250	\$9,000	\$1,400	\$10,400
Caroline	512	\$9,000	\$2,867	\$11,867
Carstairs	4,077	\$9,000	\$22,831	\$31,831
Castor	929	\$9,000	\$5,202	\$14,202
Champion	317	\$9,000	\$1,775	\$10,775
Chauvin	345	\$9,000	\$1,932	\$10,932
Chestermere	20,732	\$9,000	\$116,099	\$125,099
Claresholm	3,780	\$9,000	\$21,168	\$30,168
Clive	715	\$9,000	\$4,004	\$13,004
Coaldale	8,691	\$9,000	\$48,670	\$57,670
Cochrane	29,277	\$9,000	\$163,951	\$172,951
Cold Lake	14,961	\$9,000	\$83,782	\$92,782
Consort	729	\$9,000	\$4,082	\$13,082
Coronation	940	\$9,000	\$5,264	\$14,264
Coutts	245	\$9,000	\$1,372	\$10,372
Cremona	444	\$9,000	\$2,486	\$11,486
Crossfield	3,377	\$9,000	\$18,911	\$27,911
Crowsnest Pass	5,589	\$9,000	\$31,298	\$40,298
Cypress County	7,662	\$9,000	\$42,907	\$51,907
Czar	202	\$9,000	\$1,131	\$10,131
Daysland	824	\$9,000	\$4,614	\$13,614
Delburne	892	\$9,000	\$4,995	\$13,995
Delia	216	\$9,000	\$1,210	\$10,210
Devon	6,578	\$9,000	\$36,837	\$45,837
Didsbury	5,268	\$9,000	\$29,501	\$38,501
Donalda	219	\$9,000	\$1,226	\$10,226
Drayton Valley	7,235	\$9,000	\$40,516	\$49,516
Drumheller	7,982	\$9,000	\$44,699	\$53,699
Duchess	1,085	\$9,000	\$6,076	\$15,076
Eckville	1,163	\$9,000	\$6,513	\$15,513
Edberg	151	\$9,000	\$846	\$9,846
Edgerton	425	\$9,000	\$2,380	\$11,380
Edmonton	972,223	\$9,000	\$5,444,449	\$5,453,449
Edson	8,414	\$9,000	\$47,118	\$56,118
Elk Point	1,452	\$9,000	\$8,131	\$17,483**
Elnora	298	\$9,000	\$1,669	\$10,669
Empress	155	\$9,000	\$868	\$9,868
Fairview (Intermunicipal)	4,602	\$9,000	\$25,771	\$34,771

**Municipal and Intermunicipal Library Board Operating Grants
2023-24 Maximum eligible amount***

Library Board	2019 Population List	Base Grant	Per Capita @ \$5.60	Total Projected 2023-24 Grant Amount*
Falher (Intermunicipal)	1,389	\$9,000	\$7,778	\$17,483**
Foremost	541	\$9,000	\$3,030	\$12,030
Forestburg	875	\$9,000	\$4,900	\$13,900
Fort Macleod	2,967	\$9,000	\$16,615	\$25,615
Fort Saskatchewan	26,942	\$9,000	\$150,875	\$159,875
Fox Creek	2,589	\$9,000	\$14,498	\$23,498
Gibbons	3,159	\$9,000	\$17,690	\$26,690
Glendon	493	\$9,000	\$2,761	\$11,761
Glenwood	316	\$9,000	\$1,770	\$10,770
Grande Prairie	69,088	\$9,000	\$386,893	\$399,510**
Grande Prairie No. 1, County of	23,329	\$9,000	\$130,642	\$139,642
Greenview, M.D. of	9,615	\$9,000	\$53,844	\$62,844
Grimshaw	2,718	\$9,000	\$15,221	\$24,221
Hanna	2,559	\$9,000	\$14,330	\$23,330
Hardisty	554	\$9,000	\$3,102	\$12,102
Hay Lakes	495	\$9,000	\$2,772	\$11,772
Heisler	160	\$9,000	\$896	\$9,896
High Level	3,992	\$9,000	\$22,355	\$31,355
High Prairie	2,564	\$9,000	\$14,358	\$23,358
High River	14,052	\$9,000	\$78,691	\$87,691
Hines Creek	346	\$9,000	\$1,938	\$10,938
Hinton	9,882	\$9,000	\$55,339	\$64,339
Holden	350	\$9,000	\$1,960	\$10,960
Hughenden	243	\$9,000	\$1,361	\$10,361
Hussar	190	\$9,000	\$1,064	\$10,064
Innisfail	7,847	\$9,000	\$43,943	\$52,943
Innisfree	223	\$9,000	\$1,249	\$10,249
Irma	521	\$9,000	\$2,918	\$11,918
Irricana	1,216	\$9,000	\$6,810	\$17,483**
Jasper	4,590	\$9,000	\$25,704	\$34,704
Killam	989	\$9,000	\$5,538	\$14,538
Kitscoty	976	\$9,000	\$5,466	\$14,466
Lac La Biche County	9,636	\$9,000	\$53,962	\$71,212**
Lac Ste. Anne County	10,899	\$9,000	\$61,034	\$70,034
Lacombe	13,985	\$9,000	\$78,316	\$87,316
Lamont	1,774	\$9,000	\$9,934	\$18,934
Lamont County	3,899	\$9,000	\$21,834	\$30,834
Leduc	33,032	\$9,000	\$184,979	\$193,979
Leduc County	13,780	\$9,000	\$77,168	\$86,168

**Municipal and Intermunicipal Library Board Operating Grants
2023-24 Maximum eligible amount***

Library Board	2019 Population List	Base Grant	Per Capita @ \$5.60	Total Projected 2023-24 Grant Amount*
Legal	1,345	\$9,000	\$7,532	\$17,483**
Lethbridge	101,482	\$9,000	\$568,299	\$577,299
Linden	828	\$9,000	\$4,637	\$13,637
Lloydminster	19,645	\$9,000	\$110,012	\$119,012
Lomond	166	\$9,000	\$930	\$9,930
Longview	307	\$9,000	\$1,719	\$10,719
Lougheed	256	\$9,000	\$1,434	\$10,434
Mackenzie County	12,512	\$9,000	\$70,067	\$79,067
Magrath	2,435	\$9,000	\$13,636	\$22,636
Manning	1,183	\$9,000	\$6,625	\$17,483**
Mannville	828	\$9,000	\$4,637	\$13,637
Marwayne	606	\$9,000	\$3,394	\$12,394
Mayerthorpe	1,320	\$9,000	\$7,392	\$17,483**
McLennan	791	\$9,000	\$4,430	\$13,430
Medicine Hat	63,260	\$9,000	\$354,256	\$367,237**
Milk River	827	\$9,000	\$4,631	\$13,631
Millet	1,945	\$9,000	\$10,892	\$19,892
Milo	91	\$9,000	\$510	\$9,510
Morinville	9,893	\$9,000	\$55,401	\$64,401
Morrin	240	\$9,000	\$1,344	\$10,344
Mundare	852	\$9,000	\$4,771	\$13,771
Nampa	364	\$9,000	\$2,038	\$11,038
Nanton	2,181	\$9,000	\$12,214	\$21,214
Newell, County of	7,524	\$9,000	\$42,134	\$51,134
Okotoks	29,002	\$9,000	\$162,411	\$171,411
Olds	9,184	\$9,000	\$51,430	\$60,430
Onoway	1,029	\$9,000	\$5,762	\$14,762
Opportunity No. 17, M.D. of	3,181	\$9,000	\$17,814	\$26,814
Oyen	1,022	\$9,000	\$5,723	\$14,723
Paradise Valley	179	\$9,000	\$1,002	\$10,002
Parkland County	32,779	\$9,000	\$183,562	\$192,562
Peace No. 135, M.D. of	1,747	\$9,000	\$9,783	\$18,783
Peace River	6,842	\$9,000	\$38,315	\$47,315
Penhold	3,563	\$9,000	\$19,953	\$28,953
✓ Picture Butte	1,810	\$9,000	\$10,136	\$19,136
Pincher Creek (Intermunicipal)	6,816	\$9,000	\$38,170	\$47,170
Ponoka	7,229	\$9,000	\$40,482	\$49,482
Provost	1,998	\$9,000	\$11,189	\$20,189
Provost No. 52, M.D. of	2,205	\$9,000	\$12,348	\$21,348

**Municipal and Intermunicipal Library Board Operating Grants
2023-24 Maximum eligible amount***

Library Board	2019 Population List	Base Grant	Per Capita @ \$5.60	Total Projected 2023-24 Grant Amount*
Rainbow Lake	795	\$9,000	\$4,452	\$13,452
Raymond	4,241	\$9,000	\$23,750	\$32,750
Red Deer	101,002	\$9,000	\$565,611	\$587,453**
Redcliff	5,600	\$9,000	\$31,360	\$40,360
Redwater	2,053	\$9,000	\$11,497	\$20,497
Rimbey	2,567	\$9,000	\$14,375	\$23,375
Rocky Mountain House	6,635	\$9,000	\$37,156	\$46,156
Rockyford	316	\$9,000	\$1,770	\$10,770
Rosemary	396	\$9,000	\$2,218	\$11,218
Rycroft	612	\$9,000	\$3,427	\$12,427
Ryley	483	\$9,000	\$2,705	\$11,705
Saddle Hills County	2,225	\$9,000	\$12,460	\$21,460
Seba Beach	169	\$9,000	\$946	\$9,946
Sedgewick	811	\$9,000	\$4,542	\$13,542
Sexsmith	2,620	\$9,000	\$14,672	\$23,672
Sheep River/Diamond Valley***	5,259	\$9,000	\$29,450	\$38,450
Slave Lake (Intermunicipal)	9,462	\$9,000	\$52,987	\$61,987
Smoky Lake	964	\$9,000	\$5,398	\$14,398
Spirit River	995	\$9,000	\$5,572	\$14,572
Spruce Grove	35,766	\$9,000	\$200,290	\$209,290
St. Albert	66,082	\$9,000	\$370,059	\$379,059
St. Paul	5,963	\$9,000	\$33,393	\$42,393
St. Paul No. 19, County of	6,468	\$9,000	\$36,221	\$45,221
Standard	353	\$9,000	\$1,977	\$10,977
Stavely	541	\$9,000	\$3,030	\$12,030
Stettler (Intermunicipal)	11,518	\$9,000	\$64,501	\$73,501
Stirling	1,269	\$9,000	\$7,106	\$17,483**
Stony Plain	17,842	\$9,000	\$99,915	\$108,915
Strathcona County	98,381	\$9,000	\$550,934	\$559,934
Strathmore	13,528	\$9,000	\$75,757	\$84,757
Sundre	2,729	\$9,000	\$15,282	\$24,282
Swan Hills	1,301	\$9,000	\$7,286	\$17,483**
Sylvan Lake	14,816	\$9,000	\$82,970	\$91,970
Taber	8,428	\$9,000	\$47,197	\$56,197
Taber, M.D. of	7,173	\$9,000	\$40,169	\$49,169
Thorhild County	3,254	\$9,000	\$18,222	\$27,222
Thorsby	1,015	\$9,000	\$5,684	\$14,684
Three Hills	3,212	\$9,000	\$17,987	\$26,987
Tofield	2,081	\$9,000	\$11,654	\$20,654

**Municipal and Intermunicipal Library Board Operating Grants
2023-24 Maximum eligible amount***

Library Board	2019 Population List	Base Grant	Per Capita @ \$5.60	Total Projected 2023-24 Grant Amount*
Trochu	1,058	\$9,000	\$5,925	\$14,925
Two Hills	1,443	\$9,000	\$8,081	\$17,483**
Valleyview	1,863	\$9,000	\$10,433	\$19,433
Vauxhall	1,222	\$9,000	\$6,843	\$17,483**
Vegreville	5,708	\$9,000	\$31,965	\$40,965
Vermilion	4,150	\$9,000	\$23,240	\$32,240
Veteran	238	\$9,000	\$1,333	\$10,333
Viking	1,083	\$9,000	\$6,065	\$15,065
Vilna	290	\$9,000	\$1,624	\$10,624
Vulcan	1,917	\$9,000	\$10,735	\$19,735
Vulcan County	3,984	\$9,000	\$22,310	\$31,310
Wainwright	6,270	\$9,000	\$35,112	\$44,112
Warburg	766	\$9,000	\$4,290	\$13,290
Warner	373	\$9,000	\$2,089	\$11,089
Waskatenau	227	\$9,000	\$1,271	\$10,271
Wembley	1,516	\$9,000	\$8,490	\$17,490
Westlock (Intermunicipal)	12,321	\$9,000	\$68,998	\$80,367**
Wetaskiwin	12,655	\$9,000	\$70,868	\$79,868
Wetaskiwin No. 10, County of	11,181	\$9,000	\$62,614	\$71,614
Whitecourt	10,204	\$9,000	\$57,142	\$66,142
Willow Creek No. 26, M.D. of	5,585	\$9,000	\$31,276	\$40,276
Wood Buffalo, R.M. of	111,687	\$9,000	\$625,447	\$728,624**
Woodlands County	4,754	\$9,000	\$26,622	\$35,622
Yellowhead County	10,995	\$9,000	\$61,572	\$70,572
Youngstown	154	\$9,000	\$862	\$9,862
Total		\$1,980,000	\$21,885,511	\$24,005,933

*Subject to Alberta Legislative Approval of Government of Alberta Budget 2023

**Minimum 5% increase ensured

***Sheep River Library Board may be superseded by Diamond Valley Library Board due to municipal amalgamation



Quadbridge Inc.
 5532 rue St-Patrick
 Montreal, Quebec H4E 1A8
 Canada
 (P) 18005016172 (ext.) 203

Quotation (Open)	
Date Aug 16, 2023 04:32 PM EDT	Expiration Date 09/15/2023
Modified Date Aug 16, 2023 04:33 PM EDT	
Quote # 150972 - rev 1 of 1	
Description tiny qty 3	
SalesRep Burdayron, John (P) 18005016172 ext. 203	
Customer Contact Buckmaster, John (P) 403-380-1524 jbuckmaster@chinookarch.ca	

Customer
 Chinook Arch Library Board (CA4364)
 Buckmaster, John
 2902 7TH AVE. N.
 Lethbridge, AB T1H 5C6
 Canada
 (P) 403-380-1524

Bill To
 Chinook Arch Library Board
 Buckmaster, John
 2902 7TH AVE. N.
 Lethbridge, AB T1H 5C6
 Canada
 (P) 403-380-1524
 arch@chinookarch.ca

Ship To
 Chinook Arch Library Board
 Buckmaster, John
 2902 7TH AVE. N.
 Lethbridge, AB T1H 5C6
 Canada
 (P) 403-380-1524

Customer PO:	Terms: Undefined	Ship Via: Purolator Ground
Special Instructions:		Carrier Account #:

#	Image Description	Part #	Tax Qty	Unit Price	Total
1	 Lenovo ThinkCentre M80q Gen 3 11U1 Tiny - Core i5 12500T / 2 GHz - vPro Enterprise - RAM 16 GB - SSD 256 GB - TCG Opal Encryption 2, NVMe - UHD Graphics 770 - GigE, 802.11ax (Wi-Fi 6E) - WLAN: Bluetooth 5.1, 802.11a/b/g/n/ac/ax (Wi-Fi 6E) - Win 11 Pro - monitor: none - keyboard: US - black	11U10054US	Yes 3	CAD \$1,065.07	CAD \$3,195.21
2	 Lenovo Onsite Upgrade Extended service agreement - parts and labor (for system with 3 years on-site warranty) - 5 years (from original purchase date of the equipment) - on-site - for ThinkCentre M70q Gen 2; M70q Gen 3; M75s Gen 2; M80q Gen 3; M80s Gen 3; M80t Gen 3	5WS0D81042	Yes 3	CAD \$110.00	CAD \$330.00

These prices May NOT include applicable taxes, insurance, shipping, delivery, setup fees, or any cables or cabling services or material unless specifically listed above. All prices are subject to change without notice. Supply subject to availability.

Subtotal:	CAD \$3,525.21
Tax (5.0000%):	CAD \$177.01
Shipping:	CAD \$15.00
Fees:	CAD \$0.00
Total:	CAD \$3,717.22



Request for Decision

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: 7th September, 2023

To: Mayor, Council

From: CAO

Re: Councillor Thomson appointments

Background:

Councillor Thomson had the following committee appointments:

Southern Alberta Energy from Waste Association	Alternate: Deputy Mayor de Kok
Economic Development committee	Alternate: None assigned
Intermunicipal Development Committee	Alternate: None assigned
Lethbridge Regional Waste Management Services Commission.	Alternate: None assigned

With his resignation Council will have to decide how they would like to proceed with re-assigning his committee appointments. Some dates to consider are as following:

October 10 Nomination Day

October 23 Organisational meeting

November 7 Byelection date

Recommendation:

1. To postpone the Organisational meeting until the 13th of November, at the latest, and make new Council appointments then.

Rationale:

1. The only committee that is likely to meet prior to the 13th of November is the Southern Alberta Energy from Waste Association. Deputy Mayor de Kok is currently appointed as an alternate to this organisation and can attend in the absence of Councillor Thomson.
2. If any of the other committees plan a meeting prior to the 13th of November we can assign an alternate to attend.
3. The new Councillor may not be suited for the committees that were assigned to Councillor Thomson and may have interests in other committees.
4. At the Organisational meeting the Mayor and Council can consider all Council appointments.
5. The MGA states that a Council must hold an Organisational meeting no later than 2 weeks after the 3rd Monday in October.
 - a. If a byelection is required and we hold the organizational meeting on the 13th of November we will not meet the legislation by one week. I do not think anyone will notice or that there will be a penalty associated with having the organizational meeting one week late, considering our circumstances.
 - b. If an individual is acclaimed on Nomination Day, the 10th of October, we can proceed with having the Organisational Meeting on the 23rd of October.

Submitted by: Keith Davis, CAO

TOWN OF PICTURE BUTTE
BYLAW NO. 939-23

BEING A BYLAW OF THE TOWN OF PICTURE BUTTE, IN THE PROVINCE OF ALBERTA, TO PROVIDE FOR THE ESTABLISHMENT OF RATES, FEES AND CHARGES FOR GOODS AND SERVICES PROVIDED BY OR ON BEHALF OF THE MUNICIPALITY OF PICTURE BUTTE

WHEREAS pursuant to the Municipal Government Act R.S.A. 2000, Chapter M26, a Municipal Council has broad authority to govern including authority to pass bylaws respecting rates, fees and charges levied for goods and services provided by or on behalf of the Municipality;

AND WHEREAS other provincial legislation empowers or requires a municipality to levy fees and charges specific to activities pursuant to such legislation;

AND WHEREAS the Town of Picture Butte Council deems it desirable and fiscally responsible to establish rates, fees and charges for municipal services and the use of municipal facilities;

NOW THEREFORE, the Council of the Town of Picture Butte, in the Province of Alberta, duly assembled, hereby enacts:

1. CITATION:

1.1. This bylaw may be cited as the "Service Fees, Rates and Charges Bylaw".

2. SCHEDULE:

2.1. Schedule A, attached hereto, shall establish the fees, rates and charges, for the Town of Picture Butte, which are not already specified in an existing bylaw.

3. SEVERANCE

3.1. If any provision herein is adjudged by a Court of competent jurisdiction to be invalid for any reason, then that provision shall be severed from the remainder of this Bylaw and all other provisions of this Bylaw shall remain valid and enforceable.

4. COMING INTO EFFECT

4.1. Bylaw No. 933-23 Service Fees, Rates and Charges Bylaw, and any amendments to it, is hereby rescinded when this bylaw shall come into force.

4.2. This Bylaw shall come into force and effect on the final day of passing thereof.

READ A FIRST TIME THIS	DAY OF	, A.D. 2023.
READ A SECOND TIME THIS	DAY OF	, A.D. 2023.
READ A THIRD TIME THIS	DAY OF	, A.D. 2023.

TOWN OF PICTURE BUTTE

Cathy Moore
Mayor

Keith Davis
CAO

SCHEDULE A

ADMINISTRATIVE SERVICE CHARGES & FEES

Certificate Requests	
Tax Certificates	\$ 30.00
Certificate of Compliance	\$ 30.00
Zoning letter	\$ 30.00
Tax /Assessment information (non ratepayer)	\$ 30.00
Inspection of the Assessment Role	\$ 30.00
Tax Notice Mortgage Admin Fee per Tax Roll	\$ 10.00
Reprint of Tax Notice or Utility Invoice (including sending copy to lawyer)	\$ 10.00

Assessment Appeals	
Assessment Appeal of land or building	\$ 50.00

Miscellaneous Administrative Fees	
NSF Cheques	\$ 45.00
Bank Item Return	\$ 45.00
Tax Arrears Administrative Fee	\$ 100.00
Bylaw Enforcement Administrative Fee	\$ 25.00
Pool & Baseball Diamond Refund Administrative Fee	\$ 10.00
Replacement Security Cards	\$ 20.00
Prices are GST Exempt	

Updated in 2020

COMMUNITY CENTRE RENTAL RATES

Facility

Main Hall Rental	
• 3 hours	\$ 80.25
• 4 hours	\$ 107.00
• 5 hours	\$ 133.75
• 6 hours	\$ 160.50
• 7 hours	\$ 187.25
• 8+ hours	\$ 200.00
Main Hall & Kitchen Rental	
• 3 hours	\$ 130.25
• 4 hours	\$ 157.00
• 5 hours	\$ 183.75
• 6 hours	\$ 210.50
• 7 hours	\$ 235.25
• 8+ hours	\$ 250.00
Damage Deposit for all rentals	\$ 300.00
Prices Inclusive of GST	

Updated in 2020

RECREATION SERVICE FEES & CHARGES

Sports Field Rentals

Baseball Diamond per hour	\$ 5.25
Local Youth Teams per hour	\$ 3.15
Tournament Fee – Friday to Sunday (both diamonds)	\$ 300.00
Tournament Fee – One Day (both diamonds)	\$ 100.00
Damage Deposit for all bookings	\$ 300.00
Key Deposit	\$ 100.00
Tennis Courts	No Charge
Prices Inclusive of GST	

Updated in 2022

Campground Rates

Per Night	\$ 10.00
Per Week (7 consecutive nights)	\$ 60.00
Per Month (30 consecutive nights)	\$ 225.00
Prices Inclusive of GST	

Camp Kitchens

Lions Park Bathroom Multi-purpose room per booking (no ice)	\$ 20.00
Damage Deposit	\$ 100.00
Lions Park Camp Kitchen	No Charge
Regional Park Camp Kitchen	No Charge

Updated in 2022

RECREATION SERVICE FEES & CHARGES continued...

POOL

General Admission (updated 2023 season)

Infants (3 and under)	No Charge
Child (4-12)	\$ 3.75
Youth (13-17)	\$ 4.25
Adult (18-64)	\$ 5.75
Senior (65+)	\$ 4.75
Family (2 adults and 4 youth/child)	\$ 17.00
• Additional youth/child	Half Regular

School Rentals (per hour based on guards required on deck)

(update for 2024 season)

- 1 – 35 people \$45.00
- 36 to 70 people ~~\$ 60.00~~ \$70.00
- 71 to 107 people \$95.00
- 108 to 142 people ~~\$ 80.00~~ \$120.00
- 142+ people ~~\$ 100.00~~ \$145.00

Private Rentals(per hour based on guards required on deck)

(update for 2024 season)

- 1 – 35 people \$96.00
- 36 to 70 people ~~\$ 120.00~~ \$140.00
- 71 to 107 people \$190.00
- 108 to 142 people ~~\$ 140.00~~ \$240.00
- 142+ people ~~\$ 160.00~~ \$290.00

Season Passes (updated 2023 season)

Child (4-12)	\$ 62.00
Youth (13-17)	\$ 70.00
Adult (18+)	\$ 90.00
Senior (65+)	\$ 85.00
Family	\$ 205.00
• 2 adults and 4 youth/child living at the same residential address	
• Additional youth/child season passes	Half Regular
One Parent Family	\$ 149.00
• 1 adult and 4 youth/child living at the same residential address	
• Additional youth/child season passes	Half Regular
Fire Fighter Volunteer	No Charge
Town of Picture Butte Employees	Half Regular

*Season passes allow access to all public swims and fitness classes
"Half Regular" means half the regular rate*

Fitness Pass	\$ 63.00
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A fitness pass allows access to only fitness classes for the season

Punch Cards (updated 2023 season)

Ten Pass Child (4-12)	\$ 31.00
Ten Pass Youth (13-17)	\$ 41.00
Ten Pass Adults	\$ 51.00
Ten Pass Seniors (65+)	\$ 41.00

Lessons (updated 2023 season)

Swim for Life Swim Lessons

Preschool Lessons/Parent & Tot	\$ 45.00
Level 1 – 4	\$ 45.00
Level 5 – 6	\$ 50.00
Level - Swim Patrol = Star, Ranger Rookie	\$ 55.00
Private Lessons (Five, half hour lessons. Must be in same week).	\$ 150.00
Bronze Cross/Medallion	\$ 240.00

- Price includes manual

Prices are GST Exempt

ARENA**Public Skating Admissions**

Adults	\$ 2.00	\$2.25
Children (7-17)	\$ 1.00	\$1.25
6 and under	No Charge	
Family	\$ 7.00	\$7.50

Season Passes

Adults	\$ 31.00	
Children (7-17)	\$ 16.00	
Family	\$ 110.00	

Ice Rentals

Adult Groups	\$ 168.30	\$173.35
Youth Groups (in Town)	\$ 96.52	\$ 99.40
Youth Groups (out of Town)	\$ 108.80	\$112.05
Sponsorships (1 hour)	\$ 96.52	\$ 99.40
Rentals starting after 10:00 p.m.	\$ 108.80	\$112.06

(3% increase for ice users Sept 2023)

Facility Rentals

Concession Rental per month	\$ 500.00	
ProShop Rental per year	\$ 267.75	
Teen Room for community groups involved in youth programming	No Charge	
Teen Room for groups not involved in youth programming per hour	\$ 10.50	
Penalty for Judo club if mats are left on the ground when another youth group wants to use teen room	\$ 52.50	
Arena Lobby Rental per hour (April to October)	\$ 15.75	
Curling Club Rental (October to April)	\$29,040.00	\$27,192.00

Off Season Rates

Arena Rental per hour	\$ 30.00	
Arena Rental per day	\$ 180.00	
Curling Rink Rental per hour	\$ 30.00	
Curling Rink Rental per day	\$ 180.00	
Damage Deposit	\$ 500.00	

All Arena Rates Inclusive of GST

Updated in 2023

FIRE DEPARTMENT SERVICE FEES & CHARGES

Emergency Response

Any emergency response outside of the Town of Picture Butte, not covered by an existing agreement, will be invoiced at the current Alberta Transportation rates.

Standby Fees for Non-Emergency Events

Fire Engine per unit per hour or portion thereof	\$ 325.00
Rescue Unit per unit per hour or portion thereof	\$ 325.00
Command Unit per unit per hour or portion thereof	\$ 300.00
Specialty Team in addition to unit charge	\$ 100.00

Standby/Assistance is available for not-for-profit or charitable organizations. Please contact the Picture Butte Firefighters Association for details.

Response Fees for False Alarms (per calendar year)

First response	No Charge
Second response	\$ 325.00
Third or more response	\$ 650.00

Fire Inspections Fees (per report)

During regular business hours	\$ 75.00
After regular business hours	\$ 100.00
Re-inspection for outstanding fire code violations	\$ 100.00

Miscellaneous Fees

File search (investigations and inspections)	\$ 50.00
Occupancy Load Certificates	\$ 75.00
Fire Investigation Services per hour	\$ 75.00
Fire Extinguisher Training per person	\$ 10.00
Emergency Response / Evacuation Planning per plan	\$ 100.00
Fire Drills	No Charge
Display Fireworks Permit application	\$ 50.00
Mileage for out of Town Services per km	\$ 0.50
Public Education - Assessed per request	

Updated in 2021

Bylaw No. 885-19 Dog Control Bylaw

Specified Penalties

Section	Violation	Penalty
2.1	Dog Running at Large	\$ 100.00
2.2.1	Dog Bites a Person	\$ 300.00
2.2.2	Dog Injures a Person	\$ 200.00
2.2.3.	Dog Chases a Person	\$ 150.00
2.2.4.	Dog Bites, Barks at or Chases other animals, bicycles, automobiles, wildlife	\$ 100.00
2.2.5	Dog barks, howls excessively or unnecessarily or otherwise creates a disturbance	\$ 100.00
2.2.6.	Dog causes damage to property or other animals	\$ 100.00
2.2.7.	Dog upsets waste receptacles	\$ 100.00
2.3.	Dog transported loose in a vehicle	\$ 200.00
2.4.	Dog Fighting	\$1000.00
2.5.	Dog Defecation	\$ 100.00
2.6.	Dog in Heat	\$ 60.00
2.7.	Dogs left without Ventilation	\$ 100.00
2.8.	Dogs in Restricted Area	\$ 100.00
3.1	Dogs with Communicable Diseases in Public Places	\$ 100.00
3.2.	Failure to Lock, Isolate and report a dog with Rabies	\$ 100.00
4.3.	Failure to obtain an aggressive dog license and comply with requirements thereunder	\$ 200.00
4.3.	Failure to muzzle an aggressive dog	\$ 100.00
4.3.	Failure to leash an aggressive dog	\$ 100.00
4.3.	An aggressive dog running at large	\$ 200.00
4.3	Failure to adequately confine an aggressive dog	\$ 100.00
5.3.1.	Failure to have any electronic identification microchip implanted in an aggressive dog	\$ 150.00
6.1.	Dog not Licensed	\$ 150.00
6.3.	Dog not Wearing License	\$ 25.00
9.3.1.	Interference	\$ 100.00

LICENCE FEES

Status of Dog	Annual Fee
1. Any dog that is altered and is marked for Identification	\$ 20.00
2. Any dog that is altered but is not marked for Identification	\$ 20.00
3. Any dog that is not altered but is marked for Identification	\$ 30.00
4. Any dog that is not altered and is not marked for Identification	\$ 30.00
5. Guide Dog or Service Dog pursuant to the Blind Persons' Rights Act, Chapter B-3 or to the Service Dogs Act, Chapter S-7.5	No Charge
6. Police or Law Enforcement Service Dog	No Charge
7. Seniors Dog Licence	No Charge
8. Dog Fancier Licence (in addition to regular license fee per dog)	\$ 30.00
9. Fostering Dog Licence	\$ 30.00
10. Fostering Dog Tag	\$ 20.00
11. Aggressive Dog Licence Fee	\$ 150.00

OTHER FEES

12. Impoundment Fees (after 24 hours)	\$ 60.00
13. Aggressive Dog Impoundment Fee	\$ 100.00
14. Care and Sustenance (per day or portion thereof to commence at midnight on the day of impoundment)	\$ 9.00
15. Veterinary Fee	Amount Expended
16. Owner drop-off Fee	\$ 10.00
17. Destruction of dog	\$ 300.00 plus GST
18. Appeal to the Aggressive Dog Committee	\$ 200.00
19. Dog Tag Replacement	\$ 5.00

Bylaw No. 872-18 Utility Bylaw

WATER RATES

	Current	2023	2024	2025	2026	
Single Dwelling Residential:	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month
Non-Residential	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month
Multi-Unit Dwelling:	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month per dwelling unit
Mobile Home Parks:	\$41.23	\$41.65	\$42.00	\$42.50	\$43.00	per month per dwelling unit
Institutional	\$48.50	\$49.00	\$49.50	\$50.00	\$50.50	per month
Overages	\$1.90 per cubic meter					
Accounts outside Town limits:	Double the pertinent in-Town rate					
Overages outside Town limits:	\$2.10 per cubic meter					

- 20 cubic meters of water will be supplied to each dwelling unit per month for the monthly fee.
- Overages will be charged according to water usage over and above the 20 cubic meters of water supplied per month.
- For Multi-Unit Dwellings and for Mobile Home Parks the per month fee will be multiplied by the number of dwelling units, regardless of whether the dwelling is occupied or vacant.

Bulk Water Truck Fill

Account Set Up and Card	\$25.00
Water per cubic meter	Same rate as Lethbridge County (<i>Amended by Bylaw No. 897-20</i>)
Water Card Replacement	\$10.00

Raw Water

Residential	\$130.00 annually
Non Residential	\$340.00 annually

Updated in 2022

Water Meters

Meter	Cost including shipping (<i>Amended by Bylaw No. 897-20</i>)
Meter Horn	Cost including shipping (<i>Amended by Bylaw No. 897-20</i>)
Removal	\$ 50.00
Repair or Replacement	Cost + 10%
Meter Test	\$125.00

- Repair or replacement charges will only be applied when there is evidence that the meter needs repair or replacement because it has been tampered with.

Utility Disconnection Fee

Administrative Disconnect	\$ 25.00
Physical Disconnect	\$ 65.00 (Regular work hours) \$150.00 (Non-regular work hours)

Utility Connect Fee

Administrative Connect	\$ 25.00
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Bylaw No. 872-18 Utility Bylaw

SEWERAGE RATES

DOMESTIC CUSTOMERS	Current	2023	2024	2025	2026	
Single-Unit Dwelling	\$18.75	\$23.75	\$28.75	\$33.75	\$38.75	per month
Multi-Unit Dwelling	\$18.75	\$23.75	\$28.75	\$33.75	\$38.75	per month per unit
Mobile Home Park	\$15.94	\$20.94	\$25.94	\$30.94	\$35.94	per month per unit

INSTITUTIONAL CUSTOMERS	\$107.50	\$112.50	\$117.50	\$122.50	\$127.50	per month
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COMMERCIAL 1 CUSTOMERS	Current	2023	2024	2025	2026	
Banks and Financial Institutions	\$18.75	\$23.75	\$28.75	\$33.75	\$38.75	per month
Confectionary						
Liquor Stores						
Medical Clinics						
Meeting Places						
Professional Offices						
Pharmacy						
Places of Worship						
Retail Outlets						

COMMERCIAL 2 CUSTOMERS	Current	2023	2024	2025	2026	
Fabrication	\$34.00	\$39.00	\$44.00	\$49.00	\$54.00	per month
Manufacturing						
Machining						
Welding						
Restaurants						
Fast Food Services						
Vehicle Repair						

INDUSTRIAL CUSTOMERS	Current	2023	2024	2025	2026	
Car Washes	\$107.50	\$112.50	\$117.50	\$122.50	\$127.50	per month
Truck Washes						
Slaughter Houses						
Hotels/Motels						

DISCHARGE LIMITS CHARGE – INSTITUTIONAL, COMMERCIAL & INDUSTRIAL CUSTOMERS						
BOD		\$0.243/Kg				
TSS		\$0.340/Kg				

COMMERCIAL/ RESIDENTIAL COMBINED CUSTOMERS	Current	2023	2024	2025	2026	
	\$34.00	\$39.00	\$44.00	\$49.00	\$54.00	per month

Accounts Outside of Town Limits Double the pertinent in-Town rate

Bylaw No. 872-18 Utility Bylaw

WASTE MANAGEMENT RATES

GARBAGE COLLECTION:	Current	2023	2024	2025	2026
Residential	\$19.95	\$22.00	\$22.70	\$23.40	\$24.10 per month
Multi-Unit Dwelling	\$14.45	\$16.02	\$16.50	\$17.00	\$17.50 per dwelling unit
Mobile Home Park	\$17.00	\$18.90	\$19.45	\$20.05	\$20.65 per dwelling unit
Commercial	\$26.80	\$29.70	\$30.90	\$31.85	\$32.80 per weekly pickup per month
Mixed Commercial / Residential	\$26.80	\$29.70	\$30.90	\$31.85	\$32.80 per weekly pickup per month
Institutional	\$109.50	\$120.75	\$124.40	\$128.15	\$132.00 per month (2 weekly pickups)
Garbage Bin Replacement	\$100.00				\$100.00 per bin

UTILITY PENALTIES AND FINE RATES

Utilities in Arrears	2% per month (26.82% per annum)
Non Sufficient Funds (NSF)	\$45.00 per incident.
Failure to Comply	
First Offence	\$250.00
Second Offence	\$500.00
Third Offence	\$1000.00

Bylaw No. 912-21 Urban Hen Bylaw

Application Fee	\$100.00
Annual Urban Hen Licence Fee	\$ 30.00

Bylaw No. 938-23 Business Licence fees

	<u>Yearly Resident</u>	<u>Daily Resident</u>	<u>Yearly Non Resident</u>	<u>Daily Non Resident</u>	<u>Per Event</u>
Business	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Contractor	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Sub-Contractor	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Hawker or Peddler	\$ 50.00	\$ 25.00	\$ 200.00	\$ 50.00	N/A
Home Occupation	\$ 50.00	\$ 25.00	N/A	N/A	N/A
Farmer's Market	N/A	N/A	N/A	N/A	\$ 100.00
Flee Market	N/A	N/A	N/A	N/A	\$ 100.00
Any other Business not Specifically provided For in this bylaw	\$ 50.00	\$25.00	\$ 200.00	\$ 50.00	N/A

Last Reviewed by Administration in 2023



Request for Decision

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: 7th September, 2023
 To: Mayor, Council
 From: CAO

Re: Library Board Member Application

Background:

The Town has received an application from Crystal Neels to be a member of the Picture Butte Library Board. Below is a table outlining the current appointments to the Picture Butte Library Board. The Library Board can have up to ten members appointed by Council. If this appointment is approved there will be nine board members serving on the Picture Butte Library Board.

NAME	MEMBERS	APPOINTMENT	AUTHORITY	TRAINING REQUIRED
Picture Butte Municipal Library Board	Deputy Mayor de Kok	No more than 2 Councillors. 2 additional consecutive terms, 3 year terms	Bylaw No. 818-09	No
	Amanda Anderson	2nd term expires 15 Oct, 2025		
	Karen Kok	1st term expires 15 Jun, 2024		
	Theo Slingerland	1st term expires March, 2025		
	Jill Droogers	1st term expires Aug, 2025		
	Charlene Dooper	1 st term expires Dec, 2025		
	Estelle Anderson	1 st term expires May, 2026		
	Bonnie Zacher	1 st term expires June, 2026		
	Crystal Neels	1st term expires Sept, 2026		

Recommendation:

- To appoint Crystal Neels to the Picture Butte Library Board for a three year term.

Attachments:

- Crystal Neels email application

Submitted by: Keith Davis, CAO

Keith Davis

From: crystal neels <crystallevenne@hotmail.com>
Sent: Wednesday, August 30, 2023 8:45 AM
To: Keith Davis
Subject: Library board volunteer

Good morning Keith,

Please accept this letter as my way of expressing my desire to join the Picture Butte Library Board. I believe in the importance and value of libraries within our communities, and I am available and willing to attend five meetings per year. I believe I would be a great volunteer. I have 5 years of post-secondary education with the Lethbridge College which include a diploma in Business Management, a diploma in Fashion Design and Marketing.

Along with my education, my most recent work experience is as followed; I was an instructor at the Lethbridge College from 2016-2020. Currently, my husband and I own a small business and I am on the substitute list within the Palliser School Division. I am also a member on the Dorothy Dalglish School Council. I have been apart and volunteered in many fundraisers, educational meetings, trade shows, fashion shows, etc. I recently volunteered in the last election. I would love to contribute to our community while utilizing my skills and experience as I am well versed individual in a lot of areas the library is looking for. I find passion in helping with the community and its future endeavours.

Please feel free to contact me via email or 4033933636.

Thank you,

Crystal Neels

Get [Outlook for iOS](#)



CAO Report

Our Vision: *Picture Butte is the Community of Choice to work, live and play in Lethbridge County*

Our Mission: *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency*

Date: 7th September, 2023

To: Mayor, Council

From: CAO

North County Recreation Complex study

The RFP closed on the 5th of September and we received five submissions. Aaron and I have reviewed the submissions and will be checking references and possibly hosting oral presentations for the top three submissions. I will review our recommendation and submissions with Council at the Committee of the Whole meeting next week. At time of writing I am not sure of whether we will proceed with oral presentations but if we do would a Council member like to participate in this?

Community Facility Enhancement Program Fund (CFEP)

I have met with John Kolk and will be submitting a grant application on behalf of Walk on the Wildside for \$91,000 from the CFEP fund. With the money that Council set aside for Phase 2 of the trail and if we are successful in the grant application we will have \$182,000 to apply to the project. We will get notified in March, 2024 if we were successful.

Electric Car Charges

I still need to do a media release and will be doing this this week. We have to complete the reporting requirements and submit to MCCAC.

Wastewater Project

As part of Alberta Environments (AE) approval process residents had opportunities to provide feedback regarding the required upgrades. There were a number of residents along Hwy 843 that provided feedback. AE have required the Town to reply to the residents regarding their concerns. These replies were sent to the residents, with copies going to the AE. We have to wait to see if our responses were satisfactory to the residents and AE.

Our first lagoon is blocking up. Aaron is working to resolve this issue and will most likely result in cell one being dredged. We will update you when we know more. Alberta Environment and the Federal government have been notified and are aware of the issue.

Sunset Park Phase 2

It is expected that the shallow utilities will be installed beginning the 15th of September. It is expected that it will take about 3 weeks to complete. We are being told there are supply issues for some electrical components which will mean builders will have to use temporary power in the first six months of development.

Miscellaneous

- I will be attending a LGAA board meeting in Cochrane on the 14th and 15th of September.
- Premiere are reapplying the epoxy to the pool. I am hoping this time we don't have the same issues. As far as I can tell they are trying to rectify the issue and are following the manufacturers application guidelines.

HOLIDAY STATUS

Days in lieu used 70 hrs out of 70 hrs

Accrued Holidays 27 days

Submitted by:
Keith Davis, CAO



Memorandum

- Our Vision:** *Picture Butte is the Community of Choice to work, live and play in Lethbridge County.*
- Our Mission:** *Picture Butte is a thriving community dedicated to serving our people through fiscal responsibility and transparency.*

Date: September 8, 2023
To: Mayor, Council
From: Director of Emergency Services

RE: Emergency Services Report – May-July 2023

Year-to-Date Emergency Events (Jan-Jul)						
Fire		Medical		Motor Vehicle Collisions		Total
Town	County	Town	Other	Town	County	
5	62	258	634	4	16	979

Fire Services

Fire crews responded to 23 events in May including 3 vehicle fires, 2 wildland fires, 1 alarms, 3 tender assists, and 14 medical emergencies.

Fire crews responded to 14 events in June including 1 vehicle fire, 1 outside fire, 1 alarms, 1 tender assist, 1 hazardous materials investigation, and 9 medical emergencies.

Fire crews responded to 35 events in July including 1 structure fire, 1 vehicle fire, 6 wildland fires, 1 stack fire, 1 alarms, 4 tender assists, 1 hazardous materials investigation, 1 water rescue, and 13 medical emergencies.

Our Technical Rescue Team responded July 27th to Keho Lake to assist Nobleford & District Emergency Services with the rescue of 7 patients who were trapped on an inflatable in the middle of the lake. Team members were transported by boat with the assistance of the rescue boat from Coaldale & District Emergency Services to successfully bring all 7 patients to shore. Another great regional response with a positive outcome.



Members of the Technical Rescue Team at Keho Lake on July 27, 2023

This spring Picture Butte Emergency Services has the exciting opportunity to send one of our fire department instructors to the Fire Department Instructors Conference International in Indianapolis, IN for 4 days of training and development. Through a partnership with Coaldale & District Emergency Services, Captain Watson was able to join a group of other local instructors for this prestigious conference for a reduced cost. We hope to continue this partnership into the future and continue to offer high-quality profession development to our members.



The Fire Station Expansion capital project been making good progress over the summer, with the project now nearing substantial completion. Final inspections for most aspects of the project are occurring over the next two weeks. The last component will be the installation of the backup generator which is delayed until November.



Pouring concrete floor in new bays



Power-troweling new concrete floor



Concrete sealant applied to new floor



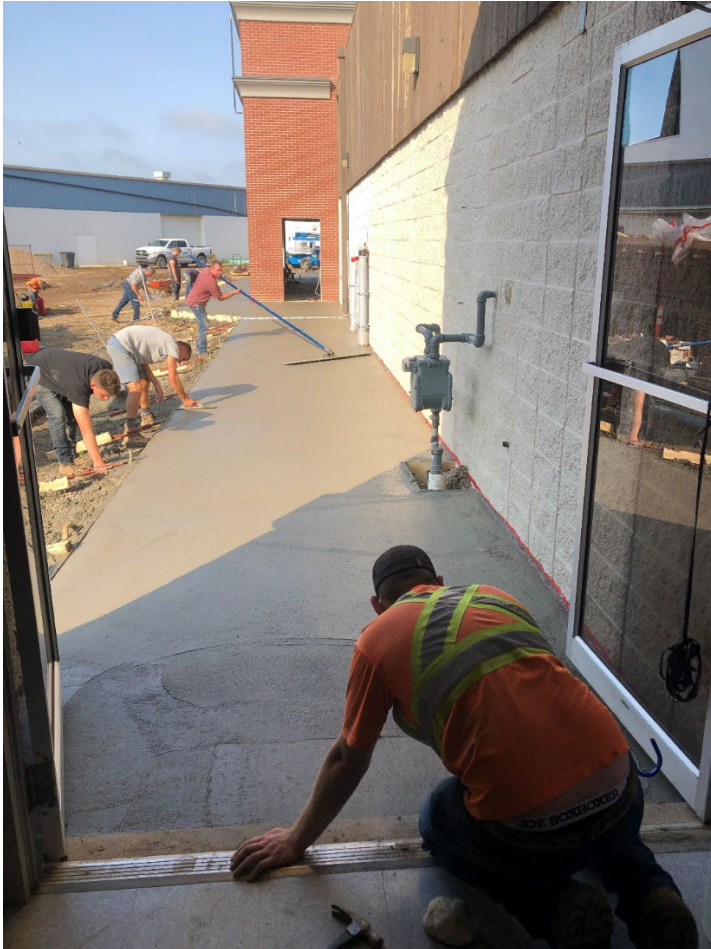
Installation of new storm branch line and catch basin in parking lot



Formwork and rebar for concrete apron in front of new bay doors



Formwork and rebar for exterior sidewalks on south side of existing building



Pouring concrete sidewalks on south side of building



Pouring concrete on front apron



Grading of parking lot after completion of all underground services



Installation of new electrical service conduits and transformer base



Upgraded gas meter installed by ATCO



New 600-amp power service transformer installed by Fortis Alberta



Framing of new electrical room in existing bays



Installation of additional roof beams in existing bays to support snow loads from new roof



New overhead doors and exterior lights installed

Emergency Medical Services

Our EMS crews responded to 146 medical events in May, 103 medical events in June, and 95 medical events in July.

The pilot project of adding additional IFT units to assist in patient movement tasks throughout the zone is ongoing. This work involves moving patients between health facilities including hospitals, acute care, labs, and long-term care facilities and has been traditionally done by frontline ambulances that are also tasked with responding to emergency events. The pilot project was open all contracted ambulance providers as AHS does not currently have the capacity to provide the additional units. Picture Butte was one of 3 providers provincially that was able to take part in the project which began April 17, 2023. This project will see Picture Butte Emergency Services utilize our backup ambulance and existing casual staff, when available, to complete IFT tasks around southern Alberta. The early feedback however is extremely positive and it appears to be a beneficial and worthwhile endeavour. The pilot project has been extended an additional month and evaluation is ongoing. Discussions with AHS about this project are occurring this week.

Bylaw Services

Officer Mosby performs regular daily patrols of Picture Butte to actively monitor for bylaw compliance. Bylaw Services will be pivoting from winter-time snow removal enforcement to spring and summer enforcement including weeds, unsightly properties, trailer parking, and campground patrols. Bylaw Services has issued 6 cleanup orders and 1 parking violation ticket so far this summer, all other files have been closed with voluntary compliance. There are currently 5 of the 10 allocated Urban Hen Licenses issued in town.

2023 Bylaw Enforcement Files				
	May	June	July	Year-to-date Totals
Dog Control Bylaw	5	4	3	26 files
Traffic Bylaw	6	4	6	23 files
Noise Bylaw	-	-	-	-
Unsightly Premises Bylaw	6	10	12	49 files
Public Information	2	4*	2	9 files
Business License Bylaw	1	-	-	9 files
Animal Regulation	-	-	-	1 file
Fire Protection Bylaw	-	-	-	-
Utility Bylaw	-	-	-	-
Land Use Bylaw	1	-	-	1 file
Urban Hen Bylaw	1	1	1	12 files
Total	22 files	23 files	24 files	130 files
Development Files	18 files	11 files	11 files	92 files

Emergency Management

A Request for Proposals (RFP) was issued over the summer to select a consultant firm to assist in the development of the regional emergency management framework using the Alberta Community Partnership Grant funding received this spring. The group received several submissions and are currently in the process of awarding the project to the successful proponent.

A startup meeting with the consultant is scheduled for September 12th.

On May 7, 2023, Picture Butte Emergency Services received a deployment request to Yellowhead County. Engine 32 was deployed that day and began firefighting efforts the next morning on May 8. We had a crew of 4 firefighters deployed for a period of 21 days working 12 hours per day and completed 4 crew rotations with the assistance of the bus from the Picture Butte Transportation Society. Our firefighters were utilized on the frontlines of combating the Deep Creek Wildfire Complex protecting the communities of Wildwood, Evansburg and Yellowhead County. I also had the responsibility of working as a division supervisor out of the Wildwood area and had the honour of having outstanding crews from Nobleford, No Surrender Fire Services, and Newell County assigned to our division of operations. Although there are always many lessons learned from the large events, I believe this was an excellent example of the integration of fire departments across Alberta with provincial and private-industry resources. The experience gained by our members in both the wildland firefighting setting as well as working in the a large ICS format was invaluable. Fortunately, the wildfire situation has drastically improved across the province although there are still ongoing operations in certain areas.



Wildwood “Bravo Division” crews – Picture Butte, Nobleford, Newell County & No Surrender



Picture Butte, Newell County, and Edmonton firefighters working on a shipping container fire caused by the wildfire



Picture Butte, Nobleford, and Newell County firefighters working a heavy-equipment fire line in a deep peat moss area



Working in the forested area around Shining Bank in Yellowhead County



Picture Butte Engine 32 crew reloading the attack hose for the 100th time!

Submitted by: Frank West, *Director of Emergency Services*

Keith Davis

From: Sherry Poole <sannpoole@gmail.com>
Sent: Tuesday, August 22, 2023 11:22 AM
Subject: Notice of SAEWA 2023 AGM - Sept 22, 2023 @ Vulcan Lodge Hall
Attachments: Bylaws_SAEWA (rev 2014.02.14).pdf



**Members please join us for the
SAEWA 2023 AGM**

please also receive this as notice of a
**Special Resolution to Change / Update the Bylaws -
Articles (est. Nov. 11, 2013 / rev'd Feb. 14, 2014).**

When: Friday, September 22nd, 2023

Registration: 09:30 - 10:30 a.m.

Venue: Vulcan Lodge Hall

231 Centre Street, Vulcan, AB

***Please r.s.v.p. sherry@saewa.ca**

What you can expect -

Please be advised that the Agenda and Elections / Nominations package will be distributed 21 days in advance of September 22, 2023 as the date scheduled for the AGM.

*14 days prior to the date of the AGM a copy of the Special Resolution to Change the SAEWA Bylaws will be distributed to voting members noting article changes.

Please also receive a copy of the existing Bylaws under edit.

Thank you, I look forward to receiving your r.s.v.p for attendance to manage numbers for catering and quorum.

Hope you are having a fabulous day!

Sherry Poole, Executive Director, **SAEWA**

Southern AB Energy from Waste Assoc.

Email: sherry@saewa.ca

www.saewa.ca



Society Bylaw Change - Proof of Filing

Alberta Amendment Date: 2014/02/04

The Bylaws are filed as of 2014/02/04

Service Request Number: 20956034
Corporate Access Number: 5016813429
Legal Entity Name: SOUTHERN ALBERTA ENERGY FROM WASTE ASSOCIATION
Legal Entity Status: Active
Fiscal Year End: 12/31

Annual returns are outstanding for the 2013 file year(s).

Annual Return

No Records returned

Attachment

Attachment Type	Microfilm Bar Code	Date Recorded
Nuans	10000007112336137	2012/05/17
Notice of Address	10000207112336136	2012/05/17
Correspondence	10000807112336138	2012/05/17
Application	10000707112336134	2012/05/17
Bylaws	10000407112336135	2012/05/17
Correspondence	10000407114955195	2013/02/04
Correspondence	10000407109940161	2013/08/23
Bylaws & Special Resolution	10000107115281560	2014/02/04

Registration Authorized By: KIM CRAIG
CHAIRMAN

Society Bylaw Change - Registration Statement

Alberta Amendment Date: 2014/02/04

Service Request Number: 20956034

Corporate Access Number: 5016813429

Legal Entity Name: SOUTHERN ALBERTA ENERGY FROM WASTE ASSOCIATION

French Equivalent Name:

Legal Entity Status: Active

Fiscal Year End: 12/31

Annual returns are outstanding for the 2013 file year(s).

Annual Return

No Records returned

Attachment

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Correspondence	10000407114955195	2013/02/04
Correspondence	10000407109940161	2013/08/23
Bylaws & Special Resolution	10000107115281560	2014/02/04

Registration Authorized By: KIM CRAIG
CHAIRMAN

5016813429



10000107115281560



SPECIAL RESOLUTION

I hereby certify that the following special resolution was passed at a meeting of the members of

Southern Alberta Energy from Waste Association on November 29 2013
(Name of Society) (Date meeting was held)

Bylaws were repealed and replaced with the attached bylaws.
The bylaws were changed as follows:

BYLAW REVISION

Moved by Mr. Earl Hemmaway, seconded, debated, amended, THAT the revised bylaws as proposed and provided with the notice of this meeting be approved as amended, and that the Board of Directors be hereby authorized and instructed to make such conforming, spelling, grammatical and layout changes as they see fit, and that the Board of Directors be further hereby authorized and instructed to make such changes as may be necessary to comply with any request or requirement of the Registrar of Corporations of Alberta in order to file the revised bylaws.

In the consideration of the revised bylaws, the following motions were considered,

Moved by Mr. Mike Maynes, seconded, THAT the assembly consider the bylaws only by requested sections. ADOPTED

Moved by Mr. Martin Shields, seconded, debated, TO amend Article III, Section 2, Pg 2 Line 41- first sentence, by striking "by ballot" and inserting in its place "by motion at the AGM". ADOPTED

Moved by Mr. Matt Rockley, seconded, debated, TO amend Article IV, Section 2.1, first sentence, by striking "by ballot" and inserting in its place "by motion at the AGM". ADOPTED

Moved by Mr. Don Johnson, seconded, TO amend Article IV, Section 1, by striking "eight (8)" and inserting "ten (10)". ADOPTED

Moved by Mr. Paul Ryan, seconded, debated, TO amend Article IV, Section 5, by striking "for at least one (1) year)". ADOPTED

ADOPTED by more than 75% of the voting members present.

Date: February 4, 2014

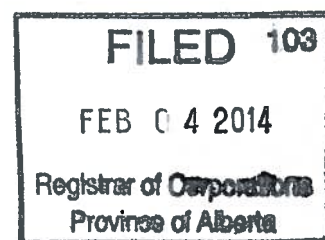
Original Signature of Authorized Officer:

Print Name of Authorized Officer:

Kim Craig

Title Held Within Society:

Chair





SOUTHERN ALBERTA ENERGY FROM WASTE ASSOCIATION

BYLAWS

ARTICLE I - NAME

The name of this association incorporated under the Societies Act of Alberta shall be named the Southern Alberta Energy From Waste Association (hereinafter referred to as "SAEWA").

ARTICLE II - MEMBERSHIP

Section 1. Membership. Any municipality, regional services commission or municipal waste management authority as defined in the *Municipal Government Act* (Alberta) that subscribes to the purpose of SAEWA shall be eligible to apply for membership.

Section 2. Membership Categories. There shall be two (2) membership categories: Voting Member, and Non-Voting Member.

Section 3. Voting Member Category. Voting Member membership shall be open to any municipality as defined in the *Municipal Government Act* (Alberta) who may apply to the Board of Directors of SAEWA ("the Board") for Voting Member membership, and upon approval by the Board and payment of prescribed fees and dues, shall become a Voting Member.

3.1 Voting Members Rights. Each Voting Member shall have the following rights,

1. To appoint an individual person to act as its authorized representative,
2. To appoint an individual person to act as its authorized alternate representative,
3. To receive notices of annual and special general meetings,
4. Through the authorized representative or alternate representative, to have the right to attend annual and special general meetings, make motions, speak in debate, and have a single voting privilege on each question, when annual dues and any required registration fee has been paid, and,
5. These rights shall continue so long as the Voting Member continues to be a member unless some or all of these rights are properly restricted or rescinded pursuant to the adopted rules of SAEWA.

3.2 Voting Member Representative. Each Voting Member shall appoint an individual person to act as its authorized representative to be recognized as a Voting Member for all purposes at any meeting of Members. The authorized representative shall become the Voting Member Representative upon the Secretary receiving a written confirmation of such appointment including the name, address, email address and telephone number of the Voting Member Representative, and shall continue as such until the Secretary receives a written confirmation, that the appointment has been withdrawn, or of the appointment of another individual to act as the Voting Member Representative. Voting Member Representatives shall be eligible for election or appointment, to hold the office of an officer or director.

3.3 Voting Member Alternate Representative. Each Voting Member may appoint an individual person to act as its alternate authorized representative to act in the absence of the appointed Voting Member Representative, and when acting as such shall be recognized as a Voting Member for all purposes at any meeting of Members. The alternate authorized representative shall become the Voting Member Alternate Representative upon the Secretary receiving a written confirmation of such



appointment including the name, address, email address and telephone number of the Voting Member Alternate Representative, and shall continue as such until the Secretary receives a written confirmation, that the appointment has been withdrawn, or of the appointment of another individual to act as the Voting Member Alternate Representative.

Section 4. Non-Voting Member Category. Non-Voting Member membership shall be open to any municipality, regional services commission or municipal waste management authority as defined in the *Municipal Government Act* (Alberta) who may apply to the Board for Non-Voting Member membership, and upon approval by the Board and payment of prescribed fees and dues, shall become a Non-Voting Member.

4.1 Non-Voting Members Rights. Each Non-Voting Member shall have the following rights,

1. To receive notices of annual and special general meetings,
2. To have a delegate attend annual and special general meetings, make motions, and speak in debate, when annual dues and any required registration fee has been paid, and,
3. These rights shall continue so long as the Non-Voting Member continues to be a member unless some or all of these rights are properly restricted or rescinded pursuant to the adopted rules of SAEWA.

Section 5. Dues and Fees. The Board shall set all dues and fees to be paid by the members.

5.1 Dues. Membership dues shall be payable on or before January 1 for the following calendar year.

Section 6. Termination. Membership shall cease by resignation, non-payment of dues, loss of municipality status, or expulsion.

6.1 Resignation. A member may resign by sending a written resignation to the Secretary. The resignation shall be effective upon receipt unless specified otherwise.

6.2 Non-payment of Dues. A membership, in any category, shall cease for non-payment of dues if dues are not received one hundred and twenty (120) days after the due date.

6.3 Loss of Municipality Status. Membership shall cease upon loss of municipality, regional services commission or municipal waste management authority status as defined in the *Municipal Government Act* (Alberta).

6.4 Expulsion. A member may be expelled for cause by ballot vote of two-thirds of the entire membership of the Board at a regular or special meeting of the Board.

ARTICLE III - OFFICERS AND DUTIES

Section 1. Officers. There shall be a chair, vice-chair, secretary, and treasurer.

Section 2. Election, Term of Office. The officers shall be elected by motion at the AGM. The officers shall serve a term of two (2) years or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected. The chair and secretary shall be elected in even numbered years, and the vice-chair and treasurer shall be elected in odd numbered years. In the event that the Board fills a vacancy, the appointed officer shall serve until the next annual or special general meeting at which an election shall be held for the vacated positions for the balance of the original term that was vacated. At any annual general or special general meeting called for that purpose, an election for any officer position can be held for the unexpired term of the office being elected.

Section 3. Eligibility. Only Voting Member Representatives who have been appointed by the Voting



Member for at least one (1) year shall be eligible for election or appointment as an officer. A chair shall not serve a third two-year consecutive term. No member shall hold more than one (1) office at a time.

Section 4. Duties of the Chair. The chair shall be the official representative of SAEWA. The chair shall appoint a presiding officer, who may be themselves, for meetings of the Board and general meetings of SAEWA, and shall have all of those duties and powers set forth for same in the parliamentary authority of SAEWA. In addition, the chair shall have such further duties and powers as are set forth in these bylaws, the standing orders, and as may be authorized or instructed by the Board.

Section 5. Duties of the Vice-Chair. The vice-chair shall succeed to the presidency upon the death, resignation, or incapacity of the chair. The vice-chair shall perform such other duties as may be prescribed by the chair or the executive committee. The vice-chair shall have such other duties and powers as are set forth in these bylaws, the standing orders, and as may be authorized or instructed by the Board.

Section 6. Duties of the Secretary. The secretary shall maintain the records of SAEWA other than the financial records. All documentation regarding membership, contracts, awards, certifications, correspondence, minutes, and notices shall be filed with the secretary. The Board may designate a repository for this documentation with a contractual party, but the secretary shall retain control of and access to these filings and archives. The secretary shall have such other duties and powers as are set forth in these bylaws, the standing orders, and as may be authorized or instructed by the Board.

Section 7. Duties of the Treasurer. The treasurer shall maintain the financial records of SAEWA. The treasurer shall compile the information with which to prepare the annual budget and the annual audit. The treasurer shall report current financial information at each meeting of the Board and at the AGM; a written copy of this report must be filed with the secretary. The treasurer shall chair the budget and finance committee. The treasurer shall have such other duties and powers as are set forth in these bylaws, the standing orders, and as may be authorized or instructed by the Board.

Section 8. Ceasing to be an Officer. An officer shall cease to hold the office and the office shall be deemed to be vacant upon,

1. The death of the officer,
2. The Secretary receiving a written resignation from the officer, and the resignation shall be effective upon receipt unless specified otherwise,
3. The Secretary receiving a written confirmation, that the officer's appointment as the Voting Member Representative has been withdrawn, or of the appointment of another individual to act as the Voting Member Representative,
4. The vice-chair succeeding to the presidency creating a vacancy in the office of vice-chair,
5. The Voting Member who appointed the officer as its representative, ceasing to be a member of SAEWA,
6. The bankruptcy of the officer, or,
7. The incapacity of the officer.

Section 9. Filling Officer Vacancies. In the event of the vacancy in the office of the chair, the vice-chair shall succeed to the Presidency. In the event of a vacancy in the office of the vice-chair, secretary, or treasurer, the Board shall fill the vacancy until the next annual or special general



meeting. The chair shall secure and transfer the records of the vacant office to the successor expeditiously.

ARTICLE IV - BOARD OF DIRECTORS

Section 1. Composition. The Board of directors, (herein referred to as the “Board”), shall be composed of the officers of SAEWA, and ten (10) directors, elected at an annual or special general meeting.

Section 2. Election and Terms.

2.1 Election, Term of Office. The directors shall be elected by motion at the AGM. The directors shall serve a term of two (2) years or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected. Four (4) directors shall be elected in even numbered years and four (4) directors shall be elected in odd numbered years. In the event that the Board fills a vacancy, the appointed director shall serve until the next annual or special general meeting at which an election shall be held for the vacated positions for the balance of the original term that was vacated. At an annual general or a special general meeting called for that purpose, an election for any director position can be held, for the unexpired term of the director position being elected.

Section 3. Ceasing to be a Director. A director shall cease to be a director and a vacancy shall be created upon,

1. The death of the director,
2. The Secretary receiving a written resignation from the director, and the resignation shall be effective upon receipt unless specified otherwise,
3. The Secretary receiving a written confirmation from the Voting Member, that the director’s appointment as the Voting Member Representative has been withdrawn, or of the appointment of another individual to act as the Voting Member Representative,
4. The Voting Member, who appointed the director as its representative, ceasing to be a member of SAEWA,
5. The bankruptcy of the director, or,
6. The incapacity of the director.

Section 4. Vacancies on the Board. A vacancy in a position of director shall be filled by the Board until the next annual or special general meeting. No such vacancy shall be filled in the period commencing thirty (30) days prior to the AGM. If an action is taken at an AGM that will create a vacancy in the position of director upon adjournment, the vacancy shall be filled by election at that AGM.

Section 5. Eligibility. Only Voting Member Representatives who have been appointed by the Voting Member shall be eligible for election or appointment, as a director.

Section 6. Duties of the Board. The Board shall have general operational control and responsibility for SAEWA. It shall have all of those duties and powers set forth for same in the parliamentary authority of SAEWA and those duties and powers set forth under the statutes of Alberta. In addition, the Board shall have such further duties and powers as are set forth in these bylaws, the standing orders, and as may be authorized, instructed or delegated by the Board, including the setting of any remuneration to be paid to directors and officers.



Section 7. Duties of the Directors. The directors may be assigned duties by the chair, by the executive committee, or the Board.

Section 8. Appointment of Administrator. The Board shall engage and appoint an Administrator to carry out the day-to-day operations of SAEWA, and shall determine compensation, responsibilities and authority of the Administrator. The Administrator shall have the right to attend, make motions, speak in debate, but not vote at, meetings of the budget and finance committee and all special committees.

Section 9. Regular Meetings. The Board shall meet at least six (6) times during the year at a time and by such means as determined by the Board. These regular meetings shall have at least thirty (30) days notice. One of the regular meetings shall be held on the day of and immediately following the close of the AGM, and shall be identified as the “post-AGM Board meeting.”

Section 10. Special Meetings. Special meetings of the Board may be called by the chair or by any five (5) Board members who provide all Board members with at least fifteen (15) days notice of the special meeting, and said notice may be electronic.

Section 11. Quorum. A majority of members of the Board shall constitute a quorum.

Section 12. Method of Meeting. Meetings of the Board may be held in person, telephonically, or electronically. Any meeting shall provide for communication among all members of the Board synchronously and, excepting executive sessions, shall provide for attendance, but not participation, by any member of SAEWA.

Section 13. Method of Notice for Meetings. Meetings of the Board shall be noticed to the Board members, verbally, or by electronic mail.

Section 14. Authority. No member of the Board shall have any authority to act on behalf of SAEWA except as may be authorized in these bylaws, the standing orders, and as may be authorized, instructed or delegated by the Board.

Section 15. Directors Resolution. In the absence of a meeting, a written resolution signed by all the Directors is as valid as if it had been passed at a meeting of the Directors.

ARTICLE V - NOMINATIONS AND ELECTIONS

Section 1. Notice of Candidacy. Those persons who declare to the SAEWA Secretary their candidacy for officer and director positions, and who give notice of intent to run at least thirty days prior to the issuance of the call of the AGM shall have their names, along with the position for which they are candidates, listed in the call.

Section 2. Nominations and Elections at the Annual General Meeting.

2.1 Officers and Directors. Officers and directors shall be elected at the AGM by a majority vote.

2.2 Sequence of Elections. The election of officers shall occur prior to the election of directors.

2.3 Nominations from the Floor. Candidates for officer and director positions may be nominated from the floor. No person's name may be placed on the ballot until the nominee has signed a form



affirming qualification for the office sought and an agreement to serve if elected.

ARTICLE VI - MEETINGS OF THE MEMBERSHIP

Section 1. Annual General Meeting. A regular annual meeting of the membership, herein referred to as the annual general meeting (“AGM”), shall be held each year at a date and at a location in Alberta to be determined by the Board, at which a financial statement shall be presented setting out SAEWA’s income, disbursements, assets and liabilities, audited and signed by SAEWA’s auditor. In the event of an emergency, an AGM may be rescheduled by a two-thirds vote of the Board.

Section 2. Special General Meeting. A special general meeting of the membership may be called by a majority vote of the Board, or upon written request of at least twenty-five (25) percent of the Voting Members delivered to the secretary (“Meeting Request”). Upon receipt of the Meeting Request, the Board shall provide notice of the requested meeting within fourteen (14) days of the receipt of the Meeting Request.

Section 3. Notice. The official notice of each general meeting shall be distributed to all members at least twenty-one (21) days, but no more than sixty (60) days before the meeting is to convene. Notices may be distributed to members using mail service or electronic mail (e-mail) and may be distributed by electronic mail unless otherwise requested in writing to SAEWA.

Section 4. Voting Members. The record date for eligibility of the Voting Member Representative to vote at meetings of the membership shall be five (5) days prior to the meeting. The roll of Voting Members shall be those members whose dues are current on that date, five (5) days before the meeting.

Section 5. Quorum. Fifteen (15) Voting Members, including a majority of the Board, shall constitute a quorum for an AGM or special general meeting.

Section 6. Proxy Voting. Proxy voting shall not be allowed at any meeting of the membership.

ARTICLE VII - EXECUTIVE COMMITTEE

Section 1. Composition. The executive committee shall be composed of the officers and two (2) other Board members, elected by the Board at the post AGM Board meeting.

Section 2. Terms. The membership of the executive committee shall have a term corresponding to that of the officers and directors.

Section 3. Duties and Powers. The executive committee shall manage, negotiate, and approve all contracts of SAEWA, shall administer the annual budget and all contracts, shall appoint the auditor, and shall perform any other duties delegated to it by the Board or the AGM. Subject to ratification by the Board, the executive committee may exercise the powers of the Board between meetings of the Board.

Section 4. Meetings. Meetings shall be at the call of the chair, with at least two (2) days notice given to all members of the executive committee, including a copy of the proposed agenda for the meeting.



Meetings may be held in person, telephonically, or electronically. Any meeting shall provide for communication among all executive committee members synchronously.

Section 5. Reports. Within thirty (30) days of any meeting of the executive committee, minutes of the meeting shall be forwarded to all Board members.

ARTICLE VIII - COMMITTEES

Section 1. Purpose and Meetings of Standing and Special Committees. The purpose of committees is to support SAEWA by member involvement in SAEWA, and to provide for a strong and effective governance system. Committee meetings may be held in person, telephonically, or electronically. Any meeting shall provide for communication among all committee members synchronously.

Section 2. Standing Committees. There shall be the following standing committees: Audit; and, Budget and Finance;

2.1 Audit Committee. The audit committee shall be appointed by the Board and shall secure an annual audit of all annual financial statements, an audit when there is a change in the office of treasurer, and at other times as deemed necessary by the audit committee and with the consent of the Board. The committee shall submit a report at each AGM for consideration by the membership. No person may serve simultaneously on both the audit committee and the budget and finance committee.

2.2 Budget and Finance Committee. The budget and finance committee shall be appointed by the Board, chaired by the Treasurer, and shall submit an annual budget at the beginning of the fiscal year for approval by the Board.

Section 3. Membership of Standing Committees. All standing committees shall have a minimum of three (3) and a maximum of seven (7) members.

3.1 Terms. Except as otherwise provided in the bylaws, term of office shall begin upon appointment and conclude when a successor is appointed.

3.2 Vacancies. Vacancies on a committee shall be filled in the same manner as the original selection of the members for the balance of the term.

Section 4. Special Committees. Except as otherwise provided in the bylaws or standing orders, special committees may be established by the AGM, the Board, the executive committee, or the chair.

Section 5. Chair's Ex-Officio Committee Membership. The chair shall be an ex officio member of all committees except a nominating committee, and as such, when the chair is not in attendance shall not be counted in determining a quorum, but when in attendance shall be included in the count in determining the presence of a quorum.

ARTICLE IX – CONFLICT OF INTEREST

Section 1. Conflict of Interest. A director or Officer of SAEWA who is a party to a material contract or proposed material contract with SAEWA, or is a director or an officer of or has a material interest in any organization, partnership, company, corporation, society or individual (“person”) who is a party to a material contract or proposed material contract with SAEWA shall disclose fully the nature and extent of the interest. No such director of SAEWA shall vote on any resolution to approve



such a contract, however, the director can be present during such a vote and if present at the meeting shall be counted to determine the presence of a quorum at the meeting whether the director was present for the vote or not.

Section 2. Valid Contracts. If a material contract is made between SAEWA and one or more of its directors or officers, or between SAEWA and another person of which a director or officer of SAEWA is a director or officer or in which he has a material interest: (i) the contract is neither void or voidable by reason only of the relationship, or by reason only that a director with an interest in the contract is present or is counted to determine the presence of a quorum at a meeting of directors that authorized the contract: and (ii) a director or officer or former director or officer of SAEWA to whom a profit accrues as a result of the making of the contract is not liable to SAEWA for that profit by reason only of holding office as a director or officer if the director or officer disclosed their interest in accordance herewith and the contract was approved by the directors or the members and it was reasonable and fair to SAEWA at the time it was approved.

Section 3. Notice of Conflict. A general notice that any director or officer is a member of a person and if it is to be regarded as interested in any subsequent transaction with such person, shall be sufficient disclosure under the previous section and after such notice, it shall not be necessary to give any further notice relating to any particular transaction with such person.

ARTICLE X - INDEMNIFICATION

Officers, directors, and employees of SAEWA shall be indemnified for any costs, expenses, or liabilities necessarily incurred in connection with the defense of any action, suit or proceeding in which they are made a part by reason of being or having been a member serving in an elected or an appointed capacity. No member or employee shall be indemnified when adjudged in the action or suit to be liable for gross negligence or misconduct in the performance of duty.

ARTICLE XI – DISSOLUTION

In the event of the dissolution of SAEWA, the assets shall be liquidated and distributed to non-profit entities or municipalities within the Province of Alberta as directed by the Board.

ARTICLE XII - PARLIAMENTARY AUTHORITY

The current edition of *Robert's Rules of Order Newly Revised* shall govern SAEWA so far as it is applicable and not inconsistent with the bylaws, standing orders and any special rules of order that SAEWA may adopt.

ARTICLE XIII – AMENDMENT AND SPECIAL RESOLUTION

Section 1. Amendment of Bylaws. The bylaws may be amended by adoption of a special resolution.

Section 2. Special Resolution. A special resolution is a resolution adopted following notice of the proposed amendments given to all members with the official notice of the AGM or special general meeting called for that purpose, with not less than twenty-one (21) days notice of the meeting, and adopted by at least a seventy-five (75) percent vote of Voting Members present and voting at the meeting.



ARTICLE XIV – FINANCES, BORROWING AND RECORDS

Section 1. Fiscal Year. The fiscal year shall be January 1 through December 31.

Section 2. Borrowing. SAEWA may borrow funds or other assets, but shall not issue or grant any form of security without the consent of the members by adoption of a Special Resolution.

Section 3. Records Inspection. Any member may inspect the books and records of SAEWA after having provided a reasonable notice and arranging a time satisfactory to the Officer having charge of the records.

Section 4. Corporate Seal. SAEWA has dispensed with the use of a corporate seal.

Provisos Relating to Transition

Proviso 1. Re: ARTICLE III - OFFICERS AND DUTIES, Section 2. Election, Term of Office.

The first time officers are elected pursuant to these revised bylaws, if the election is held during an even numbered year the chair and the secretary shall be elected and shall serve a term of two (2) years and the vice-chair and treasurer shall be elected and shall serve a term of one (1) year, or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected. If the first election is held during an odd numbered year the vice-chair and treasurer shall be elected and shall serve a term of two (2) years and the chair and the secretary shall be elected and shall serve a term of one (1) year, or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected.

Proviso 2. Re: ARTICLE IV - BOARD OF DIRECTORS, Section 2. Election, Term of Office.

The first time directors are elected pursuant to these revised bylaws, ten (10) directors shall be elected, five (5) of which will be elected to serve a term of two (2) years and five (5) of which will be elected to serve a term of one (1) year, or until their successors are elected, and their term of office shall begin at the close of the meeting at which they were elected.

Bylaw History

1 - Bylaws Adopted March 30, 2012, Registered by the Registrar of Corporations, Province of Alberta May 17, 2012

2 - Revised Bylaws Adopted by the members November 29, 2013, Registered by the Registrar of Corporations, Province of Alberta _____, 20____

Keith Davis

From: Zakk Morrison <zakk.morrison@fcss.ca>
Sent: Thursday, September 07, 2023 9:31 AM
To: Keith Davis
Cc: Teresa Feist; Donselaar, Scott
Subject: ACP - [Intermunicipal Collaboration] Village of Stirling Application (BEW FCSS Proposal) DEADLINE October 2
Attachments: 2023 Town of Picture Butte - Alberta Community Partnership IC funding proposal.pdf
Importance: High

Good morning, Keith.

The BEW FCSS Board passed a motion last night to support *the Village of Stirling's Alberta Community Partnership Intermunicipal Collaboration BEW FCSS Proposal to conduct a region wide community needs assessment.*

The project will focus on the root causes of social challenges related to the province's priorities and determine strategies to proactively address these challenges.

Request

We are asking each of the BEW FCSS participating municipalities to show support for this proposal (See attached letter).

Deadline for the application is October 2nd, 2023. Please email confirmation of your municipal support (on letterhead) to Scott Donselaar, CAO, Village of Stirling at cao@stirling.ca.

Attached

- Formal letter request.
- 1-page project summary.

If you have any questions, please call Scott at 403-756-3379 or myself at 403-715-2260.

Thanks in advance.

Zakk

Zakk Morrison, M.Sc.
Executive Director



Family and Community Support Services (FCSS)
2107-13th St
Coaldale, AB
T1M 1C5
Tel: 403-715-2260

September 7th, 2023

Town of Picture Butte
Box 670
Picture Butte, AB T0K 1V0
ATTN: Keith Davis
Email: Keith@picturebutte.ca

RE: Alberta Community Partnership - [Intermunicipal Collaboration] – Village of Stirling Application (BEW FCSS Proposal)

To determine how best to serve residents' needs and reduce social stigma surrounding support services within the BEW region, the Village of Stirling has proposed to submit an Alberta Community Partnership Intermunicipal Collaboration Application to conduct a community needs assessment. The project will focus on the root causes of social challenges related to the province's priorities and determine strategies to proactively address these challenges.

On September 6th, 2023 the Barons-Eureka-Warner FCSS Board endorsed this proposal with the following motion.

*M. Plumtree moved the Board support the Village of Stirling's Alberta Community Partnership Intermunicipal Collaboration BEW FCSS Proposal to conduct a region wide community needs assessment based on FCSS provincial prevention priorities.
Carried Unanimously*

Request

We are asking each of the BEW FCSS participating municipal councils to show support for this proposal with the following motion.

Moved by _____ to approve participating with the Village of Stirling in applying for an Alberta Community Partnership Intermunicipal Collaboration Funding grant, to fund the Barons-Eureka-Warner FCSS community needs assessment project.

Please email confirmation of this motion on municipal letterhead to Scott Donselaar, CAO, Village of Stirling at cao@stirling.ca. Deadline for the application is October 2nd, 2023.

If you have any questions or concerns, please contact Scott at 403-756-3379 or myself at 403-715-2260.

Sincerely,



Zakk Morrison, MSc
Executive Director

cc: Scott Donselaar, CAO, Village of Stirling
incl. Alberta Community Partnership BEW FCSS Proposal Summary

Alberta Community Partnership Program Proposal

Project Purpose

The purpose of this project is to empower the 16 municipalities in the Barons-Eureka-Warner (BEW) Family & Community Support Services (FCSS) region to make informed decisions individually and collectively about how they invest in community assets and services as a prevention strategy against social challenges. Similar to the Developmental Assets Framework that identifies 40 positive supports and strengths that young people need to succeed, this project endeavours to determine which community assets can support greatest community wellbeing.

Project Summary

The primary activity for this project is a Community Needs Assessment of the BEW FCSS region.

- The BEW FCSS community needs assessment will be based on the Government of Alberta's provincial prevention priorities: Homelessness and housing insecurity; Mental health and addictions; Employment; Family and sexual violence across the lifespan; Aging well in community.
- The project will focus on the root causes of social challenges related to the province's priorities, and whether communities in the region have the services they need to proactively address these challenges.
- The assessment will take a collaborative approach to engaging multiple levels of stakeholders in assessing community asset strengths and gaps against community needs and resources.

Key activities

Primary data collection:

- A multi-modal survey of residents of the 16 municipalities comprising the BEW FCSS service region.
- Focus groups with municipalities and service providers.
- Interviews with key stakeholders within the BEW FCSS service region, as well as subject matter experts from outside the region.

Themes

Themes for the projects are based on the province's service requirement for BEW FCSS:

- What are the social issues impacting the wellbeing of the municipalities of the BEW FCSS region?
- How do social issues impact specific communities and demographic groups within the BEW FCSS region?
- What services currently exist to address the needs related to these social issues?
- How can existing services be reoriented to improve effectiveness and efficiency?
- Are there any gaps in existing services that need to be addressed?
- Who should be responsible for what services, and how should they be funded?
- How can the services be monitored and evaluated to measure progress towards goals and ensure effectiveness?

Expected Concrete Results

1. Shared understanding amongst the 16 municipalities of BEW FCSS of how community assets can support community wellbeing.
2. Productive conversations about areas of responsibility for community assets and services.
3. Informed decisions to drive service plans and budgets for municipalities and BEW FCSS.
4. Collective focus on prevention of social issues through enhancing community wellbeing.



Royal Canadian Legion
Barons Branch #160
PO Box 334
205 Main Street Barons,
Alberta T0L 0G0

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Good Morning,

The Royal Canadian Legion has established an annual Legion Week to be held the third week of September starting this year.

Barons Legion Branch #160 although small in numbers has prepared a sequence of events from September 16 – 23, 2023 for all of our communities to enjoy.

This series of events is open to everyone. Youth under the age of 18 years must be accompanied by a responsible adult as alcohol will be served.

Please extend to your community our invitation to enjoy this event.

Attached is our sequence of events.

Note: We have horseshoe pits, darts, shuffle board and other games to enjoy.

Hope to see you there,

Barons Branch #160

Barons Annual Legion Week

Royal Canadian Legion

Barons Branch #60

2023 Main Street

Barons, Alberta



September 6 to September 23, 2023

Sequence of Events:

September 16
1300-2200

1. Opening Ceremonies (Legion President to Speak)
2. Chaplain Beverage to Dedicate Cenotaph
3. Social Time and Games
4. Ladies Auxiliary (Food available for sale)

September 17
1300-2200

1. Social Time with Veterans, Families and Friends
2. Social Time and Games
3. Ladies Auxiliary (Food available for sale)

September 18
1800-2200

1. Movie: Passchendaele (Rated R)
2. Social Time and Games

September 19
1800-2200

1. Movie: Women of Valour (Rated PG)
2. Social Time and Games

September 20
1800-2200

1. Movie: Windtalkers (Rated R)
2. Social Time and Games

September 21
1800-2200

1. Movie: Hacksaw Ridge (Rated R)
2. Social Time and Games

September 22
1800-2200

1. Movie: Thank you for Your Service (Rated R)
2. Social Time and Games

September 23
1300-2300

1. Social Time and Games
2. Closing Ceremonies (Legion President to Speak)
3. Followed by Pot Luck

NOTES:

1. Other Activities to be Announced
2. Displays at Legion
3. Snacks Available for sale at bar